

February 2025

Human Resources Manager

Thank you for your interest in the above position.

If, after reading the job description you have any questions, please call reception on 8746 1000 and ask to speak to Trish Heffernan, Chief Executive Officer.

If you decide to submit an application please:

- Address your application to the Chief Executive Officer;
- In a separate document, write to the Key Selection Criteria listed in the job description;
- Attach a current resume; and,
- Submit your full application by:
 - o email to jobs@djerriwarrh.org or
 - o post to 239 Station Rd, Melton Vic 3337

Please note:

- **Applications close:** 12:00pm Monday 3 March 2025
- **Applications not fully addressing the Key Selection Criteria will not be considered.**

For information about Djerriwarrh please visit our website: www.djerriwarrh.org.au

Regards

Trish Heffernan
Chief Executive Officer
03 8746 1000