



Shire of Halls Creek
Positions Vacant
CUSTOMER SERVICE OFFICER
Tourism Centre
(Fixed Term)

Applications are invited for the positions of Customer Service Officer – Tourism Centre (Fixed Term).

About the Opportunity

As the Customer Service Officer for the Tourism Centre you will:

- promote and sell local tourism services as well as merchandise
- welcome visitors to the area and inform them about location attractions and
- provide great customer service

As the Centre is open 7 days a week during the season (May to August), the successful applicant will be required to work on a roster that includes weekends and public holidays. Experience in tourism, hospitality or retail industries, as well as local knowledge of the area, and the main tourist attractions on offer will be highly regarded.

The commencement date for the position will be the start of May 2019.

To apply for the position:

1. Complete the job application form which is available online at www.hcshire.wa.gov.au
2. Submit it along with your Resume and a covering Letter addressing the Selection Criteria found in the Position Description available on our website.
3. Applications must be addressed to the **Chief Executive Officer, Shire of Halls Creek, PO Box 21, Halls Creek WA 6770** or Email to: hcshire@hcshire.wa.gov.au

Applications are to be received by **4.00pm Friday 12 April 2019.**

The Shire of Halls Creek is an Equal Opportunity Employer

For further information on this position, please contact Natasha Niven, Travel & Tourism Manager on (08) 9168 6007 or email: tourism@hcshire.wa.gov.au