



Maintenance Officer

Permanent Full-Time

Commencing by negotiation

Hours 7.00am to 3.00pm or 8.00am to 4.00pm by negotiation

Macarthur is an independent Anglican co-educational Transition to Year 12 school with a strong academic and co-curricular focus catering for students of all ability levels. It is located in picturesque Cobbitty on over 85 magnificent acres, 50 minutes from the CBDs of Sydney and Wollongong. The School is highly regarded as an employer of choice and provides a supportive workplace that pursues excellence and innovation.

Due to the ongoing expansion of the School, the Headmaster is seeking to appoint an additional Maintenance Officer to join the Property and Facilities Team. Working in a close-knit team, Maintenance Officers provide operational support to the Property and Facilities Manager and undertake the delivery of set up services and complete daily work schedules for the safe operation of the School and its activities.

The successful candidate will be responsible for the upkeep and maintenance of all internal and external built structures of the School to ensure all facilities are functional, in good working order, and kept to the highest possible standard. Pride and a sense of ownership in the buildings and their surroundings are the overriding requirement.

Maintenance Officers must be willing and able to undertake repetitive and physically demanding tasks relating to the setting up areas for functions and school activities in short timeframes.

Candidates for these positions require:

- A Working With Children Check clearance;
- Experience in providing building maintenance services to a complex and high use facility, and are able to perform a wide range of maintenance tasks;
- Adaptability, willingness to learn new tasks and skills, work well in a team and have a good sense of humour; and,
- Good communication skills, be customer focussed, punctual, flexible and reliable.

Previous experience in carpentry, electrical, mechanical or hydraulic services with qualifications in a trade or building maintenance role would be considered a distinct advantage.

Applications for this position will only be accepted via the [Administration and Operational Staff Online Application Form](#). Candidates are required to upload a '100 Point Identity Check', their qualifications, and a recent photograph. A covering letter, if included, is to be directed to the Headmaster, Dr David Nockles.

Further information on how to apply for this position, links to the online application form and document upload links are available by visiting the [employment page](#) of the School website.

Applications close when the right candidates are found
The School holds the right to make appointments at any time.

Child protection legislation requires preferred applicants to have their WWCC number verified by the School and all candidates will undergo appropriate child protection screening.



