

HUMAN RESOURCES BUSINESS PARTNER

Selection Criteria

Applications should include a resume and a covering letter that details your claims against each of the following selection criteria:

1. Qualification in Human Resource Management.
2. Broad generalist Human Resources skill set, including experience in workforce planning, organisational development and employee engagement.
3. Strong knowledge of Human Resources Management principles and best practice
4. Excellent interpersonal and communication skills, including detailed report writing and correspondence and the ability to handle sensitive and confidential information.
5. A proactive and flexible approach with the ability to work independently or as a team
6. Proficiency in Information Technology, including Microsoft Office and Excel
7. Previous experience working in an aged care environment and an understanding of relevant aged and community care sector legislation, standards and guidelines is desirable but not essential

To be eligible to apply for this position you must have had the COVID19 Vaccination with two boosters and be able to supply your evidence. You must also be a permanent resident or have an appropriate Australian or New Zealand work visa.

Please note: Appointment to this position will be subject to the preferred applicant undergoing a Functional Medical Assessment and having a current criminal history record clearance.