

**BRISBANE CITY COUNCIL'S DIVERSITY AT WORK COMMUNITY JOBS  
PLAN PROJECT**

**Please note: some of these positions are still to be confirmed and could change or be withdrawn.**

<b>Division</b>	<b>Position</b>	<b>No of positions</b>
Idivision (Information Technology) <b>confirmed</b>	Office Administration Must have basic computer skills (Level A) Location: City  <b>Applications close on 26 November 2007</b>	1
Idivision (Information Technology)  <b>POSITION WITHDRAWN</b>	Information Technology position (Dependent on what the persons interest is in, this will determine where they are placed in idivision  Applicants should have experience and/or training in IT. (Level A)	0
Brisbane Transport <b>confirmed</b>	Office Administration (must have good computer skills) (Level A) Location: Upper Mt Gravatt  <b>Applications close on 26 November 2007</b>	1
Brisbane Transport <b>confirmed</b>	Recruitment & Selection Officer (Must have good computer skills) (Level A) Location: Upper Mt Gravatt  <b>Applications close on 26 November 2007</b>	1
City Business (Highly skilled) <b>Yet To be confirmed</b>	Structural engineer with design experience. Or AutoCAD technician with experience in structural drafting and documentation. (Level A)  <b>Applications close on 26 November 2007</b>	1
City Business <b>Confirmed</b>	City Waste Services  Administration Support Officer Duties: - paperwork, data entry, draft letters in response to customers Location: Gardener Rd, Rochedale. <b>Applications close on 26 November 2007</b>	1
City business <b>Yet to be confirmed</b>	Environmental/Civil Engineers Landfill engineering waste management,	1

Division	Position	No of positions
	<p>transfer station - providing engineering support, assessments, audit review process - Location: Rochedale , Gardener Rd, Rochedale.</p> <p><b>Applications close on 26 November 2007</b></p>	
<p>Brisbane City Works <b>confirmed</b></p>	<p>Concreters This position will work in various Locations (level B) <b>Applications close on 21 Nov 07</b> <b>Interviews to be held on 23 &amp; 26 Nov 07</b></p>	9
<p>Corporate Services <b>Confirmed</b></p>	<p>Finance and Admin Officer (applicant should have finance/accounting/bookkeeping knowledge &amp;or experience and basic computer skills) (Level A) Location: City <b>Applications close on 26 November 2007</b></p>	1
<p>Corporate Services <b>confirmed</b></p>	<p>Warehousing Location: Toowong &amp; West End (level B) <b>Applications for this position close on 21 Nov 07.</b> <b>Interviews to be held 26 &amp; 27 Nov 07</b> <b>Medicals on 28m Nov 07</b></p>	Up to 2 positions
<p>Customer &amp; Community Services <b>confirmed</b></p>	<p>Labourers - Landscaping/park maintenance Duties: site preparation, planting, weeding, mulching, plant maintenance, basic outdoor construction (Level C) Locations: various North, South, West &amp; Central Locations <b>Applications for this position close on 21 Nov 07.</b> <b>Interviews to be held 26 &amp; 27 Nov</b> <b>Medicals on 28 Nov 07</b></p> <p>and</p> <p>Paratechnical roles - require Diploma level qualifications in civil engineering Duties: Road inspections, maintenance co-ordination. (Skill Level B) Locations: various locations <b>Applications close on 26 November 2007</b></p>	Up to 6 (across both roles)

Division	Position	No of positions
Customer & Community Services <b>Confirmed</b>	<p>Library Services (Level A)</p> <p>Skills required: Customer Service Basic computer skills</p> <p>The City position would primarily assist with arranging cultural programs within Libraries. (Event management)</p> <p>Possible Locations: City Inala Annerley / West End Fairfield Chermside Everton Park Sunnybank Hills Holland Park</p> <p><b>Applications close on 26 November 2007</b></p>	Up to 4 positions

**LAST UPDATED: 14 November 2007**

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