

Glen Eira City Council seeks friendly and customer focused Community Safety Officers

Opportunity details

- Fri, 20 Nov - Wed, 19 May
- Full-time
- Caulfield
- Glen Eira City Council

What's involved

- Supportive and dynamic team working in Local Government
- Full time, six (6) month maximum term appointment
- \$29.74 per hour + superannuation

Would you like to be part of an

organisation where employees are engaged, connected and proud? At Glen Eira City Council we are seeking enthusiastic and community minded individuals to join our organisation as Community Safety Officers, and as part of the Working for Victoria initiative.

Working for Victoria (WFV) is part of the Victorian Government's \$1.7 billion Economic Survival Package.

It is designed to connect workers with new opportunities that will help our community and contribute to Victoria's ability to respond to the pandemic.

About the role:

Working as part of our Civic Compliance and Safety team, the Community Safety Officer is responsible for promoting compliance with social distancing and other current restrictions, put in place due to COVID-19. It does this by patrolling key locations across the municipality and observing and reporting non-compliance. Additionally, the Community Safety Officer will inspect and report damage to Council facilities and infrastructure and other matters of concern.

Key responsibilities include but not limited to:

- Observing and reporting non-compliance with current State Government imposed restrictions.
- Providing education to the community in accordance with Glen Eira values and current COVID-19 restrictions, helping to achieve compliance.
- Observing and reporting damage to Council assets, facilities and infrastructure as inspected.
- Performing the administrative duties and reporting associated with the responsibilities of a Community Safety Officer.

About you:

You will be a customer service and community focused individual, who will be happy to be visible in the community, guiding safe behaviour and wellbeing.

You will also:

- Have relevant experience in a similar/comparable role.
- Understand and demonstrate behaviours that reflect a commitment to Council's organisational values.
- Be able to monitor, educate and report on non-compliance in a courteous, tactful and reasonable manner.
- Have rich knowledge of the Glen Eira municipality parks and key activity centres.
- Be able to cope and achieve positive outcomes in stressful/ pressurised situations.
- Possess excellent customer service skills including the ability to communicate clearly and effectively verbally and in writing.
- Be in possession of a Victorian drivers licence, and have daily access to your own vehicle.

Important information

- The position is based in Caulfield however will be required to travel daily within the municipality, including outside of working hours, weekends and public holidays.
- A mobile phone and internet access is also required.
- The end date of this position may be subject to change. If this is the case, you will be provided with two weeks notice.
- Successful candidates will be required to complete a Police Records check, Working with Children check and Functional Capacity Evaluation.

Glen Eira City Council prides itself on being an equal opportunity employer and a child safe organisation. As a Council, we are committed to providing a diverse and inclusive workplace that values the safety and wellbeing of children and young people, as well as all our employees. We encourage applications from people of all diverse abilities, skills, languages, cultures and backgrounds including: people with disability,

Aboriginal and Torres Strait Islander people and LGBTIQ and gender diverse people. We value the knowledge, skills and talents that all people can share with our workforce and community.

Glen Eira City Council is committed to reconciliation and supports Aboriginal and Torres Strait Islander aspirations. If you are Aboriginal or Torres Strait Islander and require advice and support with the recruitment process, contact our Aboriginal Civic and Cultural Officer on T: 03 9524 3333 or E: MBickford@gleneira.vic.gov.au