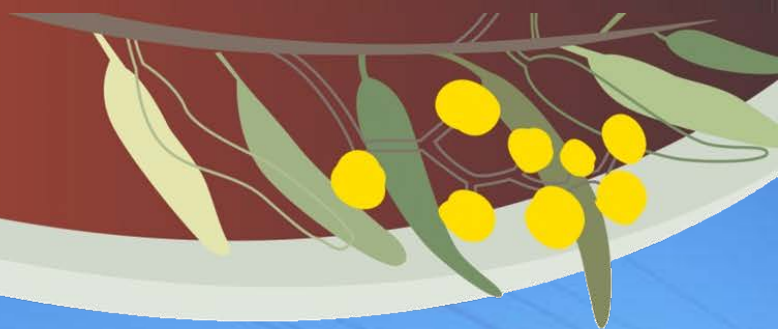


# EMPLOYMENT INFORMATION PACK

Shire of Woodanilling





## ABOUT THE SHIRE OF WOODANILLING

Thank you for your interest in working for Shire of Woodanilling.

The Shire of Woodanilling is predominantly a sheep and grain producing area and it is the economic mainstay of the area.

The town site of Woodanilling is situated on the Great Southern Highway, roughly 252 kilometres from Perth and can be reached via the Albany Highway. It is a comfortable two and a half hour drive from the city centre and a picturesque escape.

Wool and grain production have long been the main industry in Woodanilling but in recent years, a meat abattoir, agroforestry, a dolomite fertilizer business and other agricultural based export markets have been added to the mix.

Woodanilling is a neat and tidy town with wide tree-lined streets and exquisite heritage buildings, some

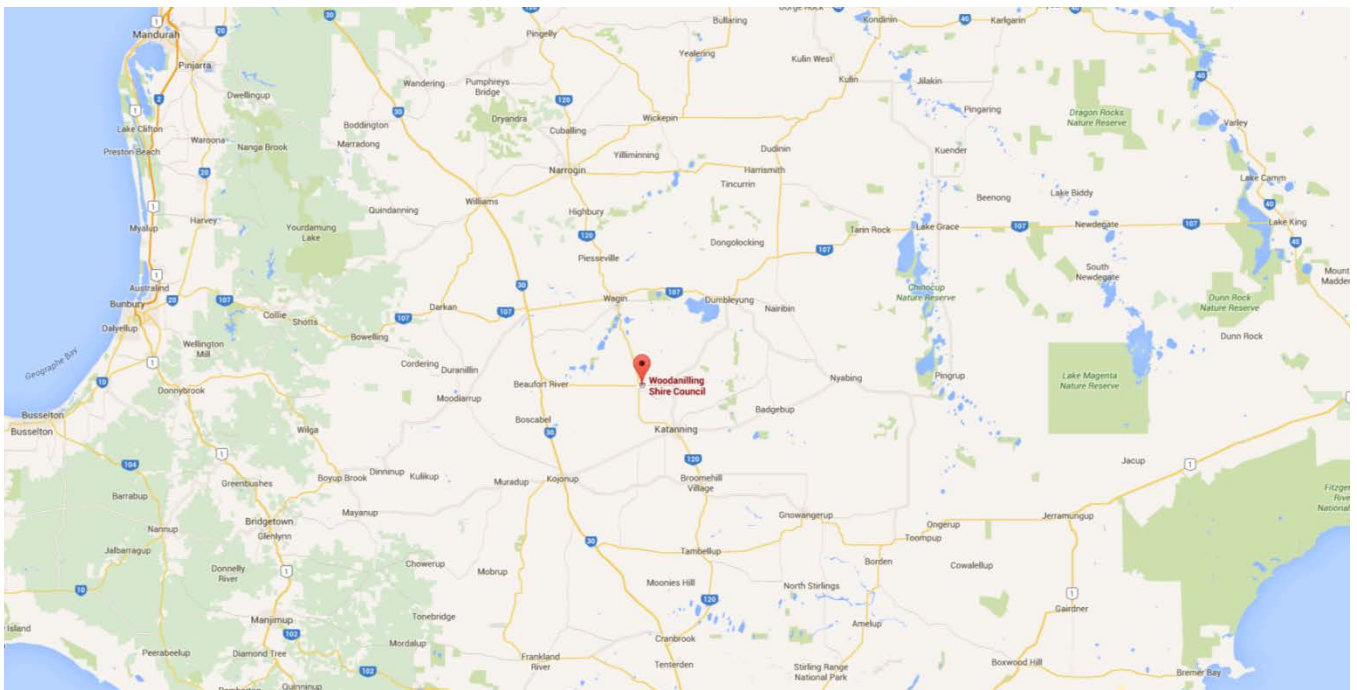
which are over 100 years old. The town offers visitors an array of attractions, plenty of free parking and the beautiful Centenary Park has public accessible toilets, a children's playground and free barbeque facilities.

The Shire of Woodanilling is 1126 square kilometres and contains 84.36km kilometres of sealed roads and 453.47 kilometres of unsealed roads, has one square kilometre of parks and gardens and 160 dwellings.

The localities within the Shire are: Beaufort River, Boyerine, Cartmeticup, Glencoe, Kenmare Westwood and Woodanilling.

*The Shire of Woodanilling is an equal opportunity employer. If you are being considered for a position and you have a disability or medical condition that may impact on your ability to carry out the duties of the position, we will discuss this with you in confidence prior to making our selection decision.*

## MAP



PO BOX 99  
WOODANILLING WA 6316

Ph: (08) 9823 1506

shire@woodanilling.wa.gov.au  
www.woodanilling.wa.gov.au



## SHIRE OF WOODANILLING VALUES

Shire of Woodanilling takes pride in providing a workplace where all employees demonstrate behavior consistent with our values.

"Council and Community – Hand in Hand"

In Dealing With Individuals, Landowners, The Community and Organisations The Council Will:

- Be fair;
- Be honest, open and accountable;
- Respect the views and rights of individuals and groups;
- Be receptive as everyone in the community counts;
- Will recognise the increased awareness that a small community brings.
- Will provide an atmosphere of energy, excitement, optimism and positiveness.
- Will facilitate group discussion and help to overcome stumbling blocks and conflict.

The Shire Of Woodanilling Aspires To:

- Be the best Local Government for our community
- Work hand in hand with our community
- Be a leader of small local governments

By:

- Fostering community spirit and cohesion
- Excellent customer service
- Provision of high quality facilities and services
- Representing community views at an influential level

## HOW TO APPLY

Complete the Application Form at the end of this package, include a brief covering letter telling us why you are interested in the position and a summary of your suitability; an application addressing the selection criteria; a completed

application form; and your résumé. Please check the advertisement for details of requirements.

You will need to send this information to us by the due date and time as stated in the advertisement. Please note that late applications may not be accepted.

Submitting your application in one of the following ways, email is the preferred method but via post or in person will be accepted. .

*Email:* [Shire@woodanilling.wa.gov.au](mailto:Shire@woodanilling.wa.gov.au)

*Post:* PO Box 99 Woodanilling WA 6316

*In Person:* 3316 Robinson Rd Woodanilling

Please take care to ensure all information provided in the application is accurate and honest. False or misleading information may result in an application's dismissal.

## PROGRESS OF YOUR APPLICATION

All applications received are confirmed with an acknowledgement email.

You will be contacted directly if you have been selected to progress to the next stage. The selection process can take some time. To check the progress of your application, please telephone the Shire Office.

If you are short-listed for interview, you will be contacted within 3 weeks of the closing date to let you know the interview day and time.

You will be contacted after the interview if you are required to undergo a medical assessment.

Standards relating to the recruitment, selection and appointment process have been set to demonstrate the Shire's commitment to equal employment opportunity.

## CONTACT

For more information please contact the Administration Office on (08) 9823 1506





<b>Position Applied For:</b>
<b>First Name:</b>
<b>Surname:</b>
<b>Preferred Name:</b>
<b>Address:</b>
<b>Town:</b>
<b>State:</b>
<b>Postcode:</b>
<b>Contact Number:</b>
<b>Email:</b>

<b>Details of Local Gov. Experience:</b>
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<b>Referee Details:</b>	<b>Name:</b>
	<b>Position:</b>
	<b>Phone:</b>
	<b>Email:</b>
	<b>Name:</b>
	<b>Position:</b>
	<b>Phone:</b>
	<b>Email:</b>
	<b>Name:</b>
	<b>Position:</b>
	<b>Phone:</b>
	<b>Email:</b>

<b>Should you be successful in obtaining employment with the Council, when would you be able to commence?</b>
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<b>Do you have any disabilities or illnesses which may require support to enable you to fulfil your role:</b>
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