



**CANEGROWERS
HERBERT RIVER**

**EXPRESSIONS OF INTEREST
ADMINISTRATIVE TRAINEE CERT III**

The Canegrowers Herbert River office provides a variety of services to its 500 sugar canegrower members in the local region.

We are seeking expressions of interest in a full time administrative trainee – Monday to Friday 8.30am to 5.00pm. The location of the office is in Ingham, North Queensland – located 120 km north of Townsville and approx 250 km south of Cairns.

A Certificate III in Business will be available to a suitable candidate. Computer skills in Word, Excel, Email would be considered essential.

The applicant should have good written and verbal communication skills, a willingness to learn, take direction from senior staff and it is essential to work co-operatively as part of a team.

For further details, contact Mrs Maria Battoraro on 4776 5350/ 0437833584. Applications should contain education results, details of work experience (if applicable), referees and reasons for the interest in undertaking a Certificate III or why you believe you are a suitable candidate.

Email: maria_battoraro@canegrowers.com.au
Post: Administrative Position, Canegrowers H.R.
PO Box 410, Ingham Q 4850

Applications close on Friday 4th March 2022