

CURRENT VACANCIES {12 November 2020}



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Please send **résumés** to info@melbournenorth.com.au quoting the job ID and **streaming code** (if applicable).

Feedback on referrals can also be obtained by emailing to this address with contact details and the client's name, or by ringing Mike Iaccarino on 9479 5695

All our vacancies are also posted on MN Joblink, <https://www.mnjoblink.com.au/> which is a jobsite which lists a wide range of vacancies located in Melbourne's North.

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NORTH LINK JOB ID: JV110	POSITION: CUSTOMER CONTACT OFFICER (CASUAL)	LOCATION: MILL PARK
<p>Opportunity description:</p> <ul style="list-style-type: none"> • Answer in-bound calls • Providing outstanding customer service and assistance with comprehensive solutions • Opportunity to upskill • Training provided • Fast paced workplace <p>Available to work up to 38hrs per week, Mon-Fri between 8am and 8pm</p>	<p>Requirements:</p> <ul style="list-style-type: none"> • Comfortable with a rotating roster • Proof of Australian Citizenship • Call Centre or customer service experience would be well regarded • Computer competency • Strong desire to learn new skills • Resilience & tolerance • Mindful of the importance of security & confidentiality • Working to key performance indicators • Very good communication skills 	

NORTH LINK JOB ID: JV164	POSITION TITLE: CONSTRUCTION LABOURERS & OPERATORS. (SEVERAL POSITIONS)	LOCATION: NORTHERN METROPOLITAN SUBURBS
<p>Opportunity description:</p> <ul style="list-style-type: none"> • Established company doing land sub-divisions, road widening, bridges, etc. • Opportunities for advancement & personal development • Work is physical <p>Mon-Fri: 7am-5pm; Sat: 7am-1pm \$28/hr casual rate</p>	<p>Requirements:</p> <ul style="list-style-type: none"> • Fit and active • Enjoys physical work including in cold environments • Fast paced, continuous work • Strong work ethic • White Card • Driver's licence & own transport • Speaks & understands English • Mature & reliable 	

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NORTH LINK JOB ID: JV205	POSITION TITLE: WELDER TIG AND MIG (PT-TIME)	LOCATION: CAMPBELLFIELD
<p>Opportunity description:</p> <ul style="list-style-type: none"> • Australia's largest manufacturer & distributor of aluminium profiles • Market leader in supply to fabricators & distributors in the residential, commercial & industrial segments 		<p>Requirements:</p> <ul style="list-style-type: none"> • Experience in TIG and MIG welding • Primary products welded will be for aluminium applications.

NORTH LINK JOB ID: JV233	POSITION TITLE: STORES/DRIVER/FORKLIFT (CASUAL)	LOCATION: EPPING
<p>Opportunity description:</p> <ul style="list-style-type: none"> • Melbourne Market • Unloading service • Internal delivers of fruit & vegetables • Driving a Forklift and a truck • Document and record information relating to allocation of pallets <p>Mon-Fri: 5.30am – 1pm & alternate Saturdays Night shift may become available in the future Salary normal hours: \$26.70/hr</p>		<p>Requirements:</p> <ul style="list-style-type: none"> • Previous warehouse experience and preferably cool room • Stable work history • Reliable team player • Able to work independently • Good communication skills • Ability and willingness to learn • HR or HC licence • Forklift licence & experience • Current driver's licence • Able to work in a cold environment

NORTH Link JOB ID: JV249	Position title: Furniture Upholsterer	Location: Airport West
<p>Opportunity description:</p> <ul style="list-style-type: none"> • To join an Australian made quality furniture manufacturer • Join a tight knit, busy & passionate team <p>Salary: Dependent on skills and experience</p>		<p>Requirements:</p> <ul style="list-style-type: none"> • Qualified or experienced Upholsterer • Enthusiastic and dedicated • Willingness to take ownership & responsibility • Willingness to work in a team environment • Prepared to take direction & follow instructions • Be punctual & reliable

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<p>NORTH Link JOB ID: JV257</p>	<p>Position title: Mobile Road Safety Camera Operator</p>	<p>Location: Metro & Regional</p>
<p>Opportunity description:</p> <ul style="list-style-type: none"> • Evaluation and identification of suitable camera set up locations that are free of interference and are in a suitable location to support the prosecutability of images. • Advise MRSCO Area Manager and Victoria Police on unsuitable locations. • Monitor the location throughout the shift ensuring no physical or electronic interference, relocating if required. • Setup and operate all camera equipment in accordance with TOOI and current Police/Government guidelines, company policies and procedures • Continuously monitor the status of camera equipment to ensure correct operation • Four weeks of full-time paid training with dedicated trainers and ongoing support and mentoring from engaged and passionate leaders. <p>Flexible to work a 24/7 roster including early mornings, nights and public holidays Flexible to pick up spare shifts at short notice \$Award</p>		<p>Requirements:</p> <ul style="list-style-type: none"> • High level of accuracy and attention to detail • Proven ability to strictly follow company policies and procedures • Excellent organisational and time management skills • Clear communication skills including; verbal and handwritten • Demonstrated ability to interact with members of the public to resolve tense situations • Significant experience working autonomously • Confidently perform well under pressure <p>Essential requirements:</p> <ul style="list-style-type: none"> • A current Victorian Driver’s Licence • Satisfactory VicRoads Driver History Report • Medical and police clearances <p>Roles available in:</p> <ul style="list-style-type: none"> • Melbourne Metro area as well as Bairnsdale, Ballarat, Benalla, Bendigo, Geelong, Hamilton, Horsham, Mansfield, Mildura, Morwell, Sale, Seymour, Shepparton, Stawell, Swan Hill, Wangaratta, Warragul, Warrnambool and Wodonga

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NORTH Link JOB ID: JV286	Position title: Parks & Gardens Apprenticeship	Location: Northern & Western Suburbs
<p>Opportunity description:</p> <ul style="list-style-type: none"> • Work full time for 3 years whilst completing nationally recognised training – Certificate III in Parks and Gardens. • Plant and transplant flowers, shrubs, trees and lawns • Maintain gardens by fertilising and trimming • Prune trees and hedges • Attend to sporting grounds • Operate and install irrigation and drainage systems • Attend accredited RTO/TAFE training • Receive ongoing mentoring & support • Receive a weekly wage including entitlements • Become fully qualified Gardeners 		<p>Requirements:</p> <ul style="list-style-type: none"> • Drivers licence essential • Pre-Apprenticeship (preferred) • Willing to undertake a Police Check and/or Medical • Genuine interest in parks and gardens • Enjoy practical and mechanical work • Able to undertake manual and heavy work • Able to work outdoors in all sorts of weather conditions

NORTH Link JOB ID: JV287	Position title: Production Manager (evening shift)	Location: Thomastown
<p>Opportunity description:</p> <ul style="list-style-type: none"> • Food manufacturing • Management of production employees • Proactive in machine maintenance and assisting the production process • Ensure continuity of production line making necessary adjustments & repairs <p>Mon-Fri: Normal hours 2pm – 10pm Salary: \$Dependent on skills & experience.</p>		<p>Requirements:</p> <ul style="list-style-type: none"> • Managed a group of at least 10 production employees • Must be willing to assist in all areas of the production process • Hands-on person with mechanical nous • Understanding of production machinery including pneumatics, preferred • Previous experience in baking or food production preferred • Good work history with a dedication to getting the job done

NORTH Link JOB ID: JV288	Position title: Packing Machine Operator (Evening Shift)	Location: Thomastown
<p>Great opportunity for someone who can operate a horizontal wrap flow machine</p> <p>Opportunity description:</p> <ul style="list-style-type: none"> • Large scale manufacturing bakery • Operating the packing machine <p>Mon-Fri: Normal Hours 2pm-10pm \$Award</p>		<p>Requirements:</p> <ul style="list-style-type: none"> • Able to operate a horizontal wrap flow machine unsupervised • Food industry experience preferred • Able to demonstrate proficiency improvements, preferred • Quick learner with good communication skills • Good work history

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NORTH Link JOB ID: JV295	Position title: Maintenance Assistant /All Rounder	Location: Thomastown
<p>Opportunity description:</p> <ul style="list-style-type: none"> • Food manufacturing company • General maintenance and support around the plant, assist with machine repair, drilling and bolting, general building maintenance: bit of painting, gardening, fix leaking taps, etc. • Some pick-ups and deliveries • Assisting with production, packing & stores <p>Mon-Fri: 8am and 4pm (flexible) Salary: \$Award</p>		<p>Requirements:</p> <ul style="list-style-type: none"> • Hands-on person with mechanical nous • Comfortable doing all sorts of general maintenance work • Flexible, and willing to help out as required • Driver's licence • A handyperson who can demonstrate a history and an interest in fixing and general maintenance • Forklift licence an advantage.

NORTH Link JOB ID: JV296	Position title: Aged Care - Personal Care Assistants	Location: North/West
<p>Opportunity description:</p> <ul style="list-style-type: none"> • Assist clients living at home on package, or in a facility to enhance their quality of life • Delivering high quality care to all clients and representing our clients to the best of your ability • You will be provided with a full induction, PPE and resources to complete your work to a high standard • Some shifts are available for domestic cleaning only • High-demand for PCA's within facilities with known COVID-19 outbreak • PCA's will be informed of what best practice looks like to ensure your own safety and the safety of the residents you care for <p>Ongoing shifts available Monday to Sunday across Essendon, Doncaster East, Ardeer, and Heidelberg starting immediately</p> <p>Salary: \$28.29 p/hr plus penalties</p>		<p>Requirements:</p> <ul style="list-style-type: none"> • Passionate about helping people • Flexible availability and willingness to travel • Previous experience in an aged care support worker role • Certificate III in Aged Care/Disability/HACC (or relevant qualification) • Driver's Licence & access to your own insured car • First Aid and CPR certificates • Proof of flu vaccination (or willing to obtain) • You will also be willing to undergo police and Working with Children Checks, as well as providing 2 recent managerial references. • Take reasonable care for their own health and safety • Take reasonable care for the health and safety of persons who may be affected by the acts or omissions at a workplace • Co-operate with your employer with respect to any action taken by the employer to comply with a requirement imposed by or under the OHS Act.

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NORTH LINK JOB ID: JV299	POSITION: CUSTOMER CONTACT OFFICER (CASUAL)	LOCATION: Essendon Fields
<p>Opportunity description:</p> <ul style="list-style-type: none"> • Answer in-bound calls • Providing outstanding customer service and assistance with comprehensive solutions • Opportunity to upskill • Training provided • Fast paced workplace <p>Available to work up to 38hrs per week, Mon-Sun between 8am and 8pm</p>		<p>Requirements:</p> <ul style="list-style-type: none"> • Comfortable with a rotating roster • Proof of Australian Citizenship • Call Centre or customer service experience would be well regarded • Computer competency • Strong desire to learn new skills • Resilience & tolerance • Mindful of the importance of security & confidentiality • Working to key performance indicators • Very good communication skills

NORTH Link JOB ID: JV301	Position title: Maintenance Mechanic - Food Manufacturing	Location: Fawkner
<p>Opportunity description:</p> <ul style="list-style-type: none"> • A market leader manufacturing an extensive range of pasta and sauces • Conducting/carrying out preventative maintenance programs on all machinery/equipment • Installation/assembly/modification of new/existing machinery and equipment • Carry out diagnostic testing to ensure system functionality • Maintain and repair machinery including conveyors, pumps, vibrators etc. • Ensure all machinery is aligned and calibrated daily • Reporting on plant KPI's in Safety, Machine Efficiency and Utilisation • Promote and support workplace health and safety • Work with internal stakeholders across the business • Ensure equipment is maintained in good and safe condition • Train, educate, and develop all factory personnel, acting as a role model for at all times • Carry out and assist with problem solving and investigations to improve factory performance <p>\$38.00 per/hour plus superannuation</p>		<p>Requirements:</p> <ul style="list-style-type: none"> • Qualifications in engineering/manufacturing trade preferable • Experience within a food manufacturing environment • Demonstrable decision-making, problem-solving and prioritisation skills • Understanding of Safe work practices • Effective interpersonal skills • Able to work in a fast-paced Environment and multi-task effectively • Sound Computer Skills in MS Word and Excel • Forklift licence (preferred) • Welding (stainless steel), grinding and fitting

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NORTH Link JOB ID: JV304	Position title: Maintenance – Fitter & Turner	Location: Heidelberg West
<p>Opportunity description:</p> <ul style="list-style-type: none"> • National manufacturer, distributor and supplier to the air conditioning industry • Ensure equipment remains serviceable & fit for purpose • Inspect, troubleshoot, maintain, & repair a range of plant & equipment • Read, understand & work off drawings • Work is challenging & varied, covering programmed maintenance, upgrades & break downs, as well as customized project work <p>\$ Wage is negotiable depending on experience 38 hours p/wk plus overtime including some Saturday mornings as required</p>		<p>Requirements:</p> <ul style="list-style-type: none"> • Qualified Fitter & Turner • Knowledge of hydraulic, pneumatic & mechanical systems • Forklift licence essential • EWP Licence preferred • Ability to meet deadlines • Flexible, energetic & physically fit team player • Work unsupervised & as part of a team • Industrial maintenance experience • Injection & blow moulding equipment & customized machinery experience • Elevated Work Platform licence preferred • Programmable Logic Controller knowledge preferred • Plastic moulding experience preferred

NORTH Link JOB ID: JV306	Position title: Carpentry, 2nd to 4th Year Apprentice	Location: Craigieburn
<p>Opportunity description:</p> <ul style="list-style-type: none"> • Building & construction company • Specialising in new builds • Will learn all aspects of the trade • Complete an apprenticeship to obtain a Cert III in carpentry 		<p>Requirements:</p> <ul style="list-style-type: none"> • A keen, friendly and reliable apprentice to join a friendly team • Own car & current driver's licence • Some basic hand tools would be beneficial • Problem solving skills • Resumes must include referees

NORTH Link JOB ID: JV308	Position title: Security Equipment, 1st Year Apprentice	Location: Somerton
<p>Opportunity description:</p> <ul style="list-style-type: none"> • Well established security company who are experts in the installation, configuration & integration of electronic security systems • Installation of security systems including the following systems: access control; alarm detection; CCTV; and intercom • Complete Cert. III in security equipment <p>Hours are between 6am and 6pm as per roster</p>		<p>Requirements:</p> <ul style="list-style-type: none"> • Reliable car and full licence • Eager to learn, reliable & committed • Knowledge of IT or electronics desirable • Open to all age groups • Resumes must include referees

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NORTH Link JOB ID: JV311	Position title: Carpentry Apprenticeship (1st or 2nd year)	Location: Brunswick
<p>Opportunity description:</p> <ul style="list-style-type: none"> Learn all aspects of the trade and complete a 4-year apprenticeship to obtain Cert III in carpentry <p>Mon-Fri: 7.30am – 4pm \$Award</p>		<p>Requirements:</p> <ul style="list-style-type: none"> Keen & reliable Car & current driver’s licence White Card Committed and prepared to work hard Resumes must include referees

NORTH Link JOB ID: JV312	Position title: Arboriculture Apprenticeship	Location: Melbourne’s northern suburbs
<p>Opportunity description:</p> <ul style="list-style-type: none"> Company specializes in all aspects of tree & stump work Learning includes: Proficiency in the use of hand & power tools to prune, hedge & remove trees; keeping trees healthy; climbing trees; and use small & large mechanical equipment Assisting senior staff with chipping, cutting, and stump grinding Maintaining & organizing equipment Site clean-up 		<p>Requirements:</p> <ul style="list-style-type: none"> Reliable & hard working Able to follow instructions Able to work within a team Positive & motivated work ethic Physical strength and fit to work outdoors in all weather conditions

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NORTH Link JOB ID: JV317	Position title: Sales, Marketing, Customer Service Coordinator (0.8)	Location: Broadmeadows
<p>Opportunity description:</p> <ul style="list-style-type: none"> • Not-for-profit social enterprise • Establishing & maintaining professional working relationships with internal & external customers • Managing direct sales • Recording, using a Customer Relationships Management system • Website/contact page administration • Assisting with online leads, quotes & orders administration • Researching, gathering & analyzing relevant data • Supporting sales & marketing • Supporting social impact reporting • Four day week with attractive not-for-profit salary packaging option 		<p>Requirements:</p> <ul style="list-style-type: none"> • Excellent organizational & administrative skills • Proactive & results oriented • Communicate with a broad range of audiences & online channels • Excellent attention to detail • 3+ year's experience in customer facing/sales/marketing role in a dynamic sales environment • Experience with MS Office • Experience with social media • Experience with website content systems • Experience in digital product marketing highly desirable • Experience using e-commerce systems (NETO) highly desirable • Experience using Customer Relationship Management systems • Current Working with Childrens check • Minimum of Cert IV in marketing & Communication or relevant tertiary qual.

NORTH Link JOB ID: JV319	Position title: Parks and Gardens Apprenticeship	Location: Northern & Western Suburbs
<p>Opportunity description:</p> <ul style="list-style-type: none"> • Learn on the job - Full Training Provided • Complete Certificate III in Parks and Gardens. • Attend accredited RTO/TAFE training • Receive ongoing mentoring & support • Receive a weekly wage including entitlements • Become fully qualified gardener • Plant and transplant flowers, shrubs, trees and lawns • Maintain gardens by fertilising and trimming • Prune trees and hedges • Attend to sporting grounds • Operate and install irrigation and drainage systems <p>Location: North/West Suburbs</p>		<p>Requirements:</p> <ul style="list-style-type: none"> • Enjoy practical and mechanical work • Able to undertake manual and heavy work • Able to work outdoors in all sorts of weather conditions • Drivers licence essential • Pre-Apprenticeship preferred • Willing to undertake a Police Check and/or Medical • Genuine interest in parks and gardens

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NORTH Link JOB ID: JV320	Position title: Plumbing – 1st or 2nd year Apprentice	Location: Northern Suburbs
<p>Opportunity description:</p> <ul style="list-style-type: none"> • Provide high quality plumbing services to new commercial, industrial and residential builders • Learn how to install, maintain and repair pipes, drains, mechanical services and related equipment for water supply, gas, drainage and other systems. • Gain a nationally recognised Certificate III in Plumbing 		<p>Requirements:</p> <ul style="list-style-type: none"> • Dedicated & hard working • Willing to learn • Car & current driver’s licence • Be in the 1st or 2nd year of a plumbing apprenticeship

NORTH Link JOB ID: JV321	Position title: Carpentry - 3rd year Apprentice.	Location: Keilor
<p>Opportunity description:</p> <ul style="list-style-type: none"> • Learn by completing a wide variety of tasks including complete house builds renovations, decks, pergolas and alucobond installation • Complete a 4-year apprenticeship • Gain a nationally recognised Certificate III in Carpentry 		<p>Requirements:</p> <ul style="list-style-type: none"> • Dedicated & hard working • Willing to learn • Car & current driver’s licence • Experience in lockup, fixing and framing is essential

NORTH Link JOB ID: JV326	Position title: Electro-Technology Electrician - 1st year Apprentice	Location: Craigieburn
<p>Opportunity description:</p> <ul style="list-style-type: none"> • Learn how to select, install, set up, test, fault find, repair and maintain electrical systems and equipment in building and premises • Work towards completion of a nationally recognised qualification in Certificate III Electro-Technology. <p>7am to 3.30pm Monday to Friday</p>		<p>Requirements:</p> <ul style="list-style-type: none"> • Licence and reliable transport • Keen & committed • Versatile • Work well in a team environment • Juniors are encouraged to apply

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NORTH Link JOB ID: JV328	Position title: Landscape Construction - 2nd or 3rd Year Apprentice	Location: Research
<p>Opportunity description:</p> <ul style="list-style-type: none"> Landscaping and garden maintenance business based in North Eastern Suburbs of Melbourne Join a team with experience in all garden projects from households, body corporate, schools, kinder-gardens, and businesses Learn to construct landscape features, retaining walls, installing drainage systems, plant and soil profiles and much more Undertake a 4 year apprenticeship working towards completing a nationally recognised qualification Certificate III in Landscape Construction with on the job training <p>Immediate start for the right candidate</p>		<p>Requirements:</p> <ul style="list-style-type: none"> Licence and reliable transport Reliable and keen to learn Passion for the industry Hardworking Open to all ages for the right candidate

NORTH Link JOB ID: JV330	Position title: Warehousing - Cert II Trainee	Location: Somerton
<p>Opportunity description:</p> <ul style="list-style-type: none"> Warehousing Trainee to join a busy team Possibility of a full time position following successfully completing training Learn how to receive and process incoming stock and materials, picking and filling orders from stock, packing and shipping orders, or managing, organising and retrieving stock in the warehouse Work towards a Certificate II Warehousing 		<p>Requirements:</p> <ul style="list-style-type: none"> Energetic Keen Must be physically fit due to heavy lifting

NORTH Link JOB ID: JV331	Position title: Beauty Technician /Therapist - Traineeship	Location: Maidstone
<p>Opportunity description:</p> <ul style="list-style-type: none"> Work for a locally owned beauty business in Maidstone that prides itself on delivering quality beauty therapy services such as Cosmetic Tattooing, Microblading, Eyebrow Tattooing and much more Learn how to provide a range of beauty therapy treatments and services, including lash and brow treatments, nail services, make-up, and waxing Communicate with clients to recommend treatments and services and sell retail skin care and cosmetic products 		<p>Requirements:</p> <ul style="list-style-type: none"> Reliable Keen interest in beauty therapy Well-presented Licence and reliable transport

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NORTH Link JOB ID: JV332	Position title: Hairdresser - 1st or 2nd year Apprentice	Location: Keilor
<p>Opportunity description:</p> <ul style="list-style-type: none"> • Work for a boutique style salon located in a shopping strip in Keilor boasting long term clientele • Work as part of a team in a hairdressing environment, including consulting with clients, selling products and services, and designing and applying a broad range of technical hairdressing services • Work towards completing a Certificate III in Hairdressing 		<p>Requirements:</p> <ul style="list-style-type: none"> • Willing to learn • Genuine interest in hairdressing • Well-presented • Reliable

NORTH Link JOB ID: JV333	Position title: Sheet Metal Fabrication - 1st year Apprentice	Location: Thomastown
<p>Opportunity description:</p> <ul style="list-style-type: none"> • Join a friendly team specialising in manufacturing of bespoke to large scale fabrications in Stainless Steel, Aluminium and Mild Steel • Learn about the production, manufacture and repair of a wide range of light metal products • Complete a nationally recognised qualification in Certificate III Engineering (Fabrication) - Sheetmetal 		<p>Requirements:</p> <ul style="list-style-type: none"> • Punctual • Well-presented • Active • Reliable and trustworthy • Some mechanical interests/skills required • Current drivers licence and reliable transport preferred

NORTH Link JOB ID: JV334	Position title: Carpenter – 1st or 2nd year Apprentice	Location: Gladstone Park
<p>Opportunity description:</p> <ul style="list-style-type: none"> • Work for an employer specialising in all carpentry needs from frame to lock up & fix • Learn all aspects of the trade including complete house builds from frame to lockup, renovations and much more • Complete a 4 year apprenticeship whilst gaining a Certificate III Carpentry 		<p>Requirements:</p> <ul style="list-style-type: none"> • Reliable and trustworthy • White card • Current drivers licence and reliable transport • Preference given to applicants that have completed a pre-apprenticeship course in carpentry or construction

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NORTH Link JOB ID: JV335	Position title: Packer (Casual)	Location: Thomastown
<p>Opportunity description:</p> <ul style="list-style-type: none"> • Food production facility • Working on the conveyor line packing biscuits into trays, putting trays into wrapping machines and then boxes • Standing all day • Will be working in a team with 4 or 5 others <p>Mon-Fri: 7am – 3pm. Some overtime available. \$Award</p>		<p>Requirements:</p> <ul style="list-style-type: none"> • Preference for previous food industry experience • Very good hand/eye coordination • Punctual and reliable • Sufficient English to follow verbal instructions • Own transport an advantage, but not essential

NORTH Link JOB ID: JV336	Position title: Administration Assistant	Location: Coburg North
<p>Opportunity description:</p> <ul style="list-style-type: none"> • Client correspondence via phone and email relating to product enquiry and sales • Accepting orders, preparing quotes, raising purchase orders and issuing invoices • Maintaining great ongoing relationships with all stakeholders • Liaising with the workshop to ensure products are ready for delivery/driving an efficient turnaround • Organise the delivery of products • Replenishing of stock and supplies • Filing, labelling, organising, creating job files, as well as other similar duties • Administering of audits/projects • Preparing relevant internal and external documentation • Liaising with internal staff and passing on updates and information to clients • Arranging client/site visits for staff, sending out notifications of planned outages, etc. • Assistance with occasionally updating marketing and other collateral • Client follow up on outstanding invoices • Maintaining a clean and safe workplace 		<p>Requirements:</p> <ul style="list-style-type: none"> • Attention to detail and ability to multitask • Organised and can utilise time effectively • Ability to work independently • Self-starter with initiative • Excellent oral and written communication skills • Ability to build client rapport and relationships • Detailed understanding of the Microsoft office suite (Microsoft Project is beneficial) • Prior knowledge of accounting processes (Xero) is beneficial • Prior experience in an electrical business is highly advantageous • Knowledge/experience of basic design or marketing is beneficial

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NORTH Link JOB ID: JV337	Position title: Plumbing – Certificate III – 2nd or 3rd year Apprentice	Location: Thomastown
<p>Opportunity description:</p> <ul style="list-style-type: none"> Learn all aspects of the trade including installing, maintaining and repairing pipes, drains, mechanical services and related equipment for water supply, gas, drainage and other systems Gain a nationally recognized qualification - Certificate III in Plumbing <p>7am to 5pm Monday to Friday with possible overtime</p>		<p>Requirements:</p> <ul style="list-style-type: none"> Good work ethic Good problem-solving skills and ability to follow instructions Current drivers licence and reliable transport Honest and reliable Experience in Commercial Plumbing

NORTH Link JOB ID: JV338	Position title: Roof Plumber -1st, 2nd or 3rd year apprentice	Location: Clarkefield
<p>Opportunity description:</p> <ul style="list-style-type: none"> Work on residential and small commercial roof plumbing projects Learn all aspects of the trade including installing, maintaining and repairing pipes, drains, mechanical services and related equipment for water supply, gas, drainage and other systems Gain a nationally recognized qualification - Certificate III in Plumbing 		<p>Requirements:</p> <ul style="list-style-type: none"> Comfortable working at heights Current drivers licence and reliable transport Honest and reliable

NORTH Link JOB ID: JV339	Position title: Commercial Cookery 1st year Apprentice x 2	Location: Epping
<p>Opportunity description:</p> <ul style="list-style-type: none"> Learn to use food preparation equipment, produce dishes using various Cooking methods, use hygienic practices for food safety and help to plan and design basic menus Complete a Certificate III Commercial Cookery <p>9am - 10pm Monday to Sunday (Rotating roster)</p>		<p>Requirements:</p> <ul style="list-style-type: none"> Current drivers licence and reliable transport Keen, reliable and have a passion for food Must be able to work weekends

NORTH Link JOB ID: JV340	Position title: Dental Assistant - 1st year trainee	Location: Maidstone
<p>Opportunity description:</p> <ul style="list-style-type: none"> Role will involve chair side assisting, sterilizing, setting up for each patient, assisting reception when busy, administration and general housekeeping Join a busy and friendly team Complete a Certificate III Dental Assisting 		<p>Requirements:</p> <ul style="list-style-type: none"> Friendly and motivated Willing to learn Keen interest in the Dental industry Some dental assisting experience

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NORTH Link JOB ID: JV341	Position title: Welding - 1st or 2nd year Apprenticeship	Location: Campbellfield
<p>Opportunity description:</p> <ul style="list-style-type: none"> • Manage machines that manufacture and repair metal structures, tools and equipment • Learn skills relevant to automotive, construction and manufacturing • Undertake planning layouts and measurements and testing welded surfaces <p>9am to 5.30pm Monday to Friday</p>		<p>Requirements:</p> <ul style="list-style-type: none"> • Have strong attention to detail • Organised and self-motivated • Punctual, trustworthy and hard working • Must have welding experience • Own transport and licence preferable

NORTH Link JOB ID: JV342	Position title: Hairdressing - 1st 2nd or 3rd year Apprentice X 2	Location: Sunbury
<p>Opportunity description:</p> <ul style="list-style-type: none"> • Work as part of a team in a hairdressing environment • Consult with clients, sell products and services, and design and apply a broad range of technical hairdressing services • Complete a Certificate III in Hairdressing <p>Tuesday to Saturday (Working 1 evening per week) \$\$ Award</p>		<p>Requirements:</p> <ul style="list-style-type: none"> • Willing to learn, committed and have a genuine interest in the Hairdressing industry • Reliable and hard working • Own car and licence preferable

NORTH Link JOB ID: JV343	Position title: Education Support Traineeships	Location: Greensborough
<p>Opportunity description:</p> <ul style="list-style-type: none"> • Assist teaching staff by performing non-teaching duties • Assist and participate in learning activities • Prepare learning areas and activities • Provide individual support to students • Provide basic physical and emotional care for students such as toileting, meals and lifting • Assist with the preparation of teaching aids and resources 		<p>Requirements:</p> <ul style="list-style-type: none"> • Strong communication skills • Patient and compassionate • Mature and sensible • Able to follow instruction • Able to accept direction and supervision • Strong communication skills • Patient and compassionate • Mature and sensible • Able to follow instruction • Able to accept direction and supervision

**CURRENT VACANCIES
{12 November 2020}**



NORTH Link JOB ID: JV346	Position title: Business Administration Trainee	Location: Craigieburn
<p>Opportunity description:</p> <ul style="list-style-type: none"> • Duties include answering phone enquiries, sending out orders, organising couriers, printing and filing • Work towards a nationally recognised Certificate III Business Administration 		<p>Requirements:</p> <ul style="list-style-type: none"> • Exceptional customer service skills with a good phone manner • Reliable • Punctual • Current driver's licence • Knowledge of Microsoft Office (preferable)

NORTH Link JOB ID: JV347	Position title: Baker - 1st year apprentice	Location: North West Melbourne
<p>Opportunity description:</p> <ul style="list-style-type: none"> • Learn the skills and knowledge of a baking bread, cakes, pastry within a commercial baking environment • Work toward completing a nationally recognised Certificate III Retail Baking 		<p>Requirements:</p> <ul style="list-style-type: none"> • Willing to learn • Committed • Reliable and punctual • Car and licence preferred but not essential • Juniors are encouraged to apply

NORTH Link JOB ID: JV348	Position title: Carpentry 1st or 2nd Year Apprentice	Location: Craigieburn
<p>Opportunity description:</p> <ul style="list-style-type: none"> • Learn all aspects of the trade including privacy and fence screens, sun louvres and perforated mesh • Gain a nationally recognised Certificate III in Carpentry <p>7am to 4pm Monday to Friday with possible overtime</p>		<p>Requirements:</p> <ul style="list-style-type: none"> • Hard working • Reliable with a real desire to work and learn • Car and license are essential • Living local is preferred

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NORTH Link JOB ID: JV349	Position title: Travel Consultant - Trainee	Location: Tullamarine
<p>Opportunity description:</p> <ul style="list-style-type: none"> • Work for an international pet transport company dedicated to animal lovers that provides interstate and overseas pet relocation services • Learn skills and knowledge to be competent in a range of well-developed retail travel sales and operational skills • Build rapport and trust within clients and agents • Maintain up to date records in booking travel arrangements 	<p>Requirements:</p> <ul style="list-style-type: none"> • Ability to multi-task in a fast-paced environment • Ability to work autonomously and in a team environment • Good computer skills in Microsoft Office (Outlook, Word and Excel) • Excellent written and verbal communication • Ability to work and meet deadlines • Strong attention to detail • Genuine interest in pets and a good knowledge of pet breeds • Good knowledge of geographical locations in Australia and Internationally • Current driver's license with own transport 	

NORTH Link JOB ID: JV350	Position title: Business Administration Traineeship	Location: Ivanhoe
<p>Opportunity description:</p> <ul style="list-style-type: none"> • Join an accounting firm offering business consulting, tax and compliance, superannuation and financial planning advice • Duties include answering phones, mail collection / processing, ATO correspondence, welcoming visitors, collation of work, scanning work papers and general admin assistance • Work towards completing a nationally recognised Certificate III Business Administration <p>9:00am to 5:00pm Monday to Friday \$\$ Junior trainee wages</p>	<p>Requirements:</p> <ul style="list-style-type: none"> • Well presented • Good communication skills (written & oral) • Basic computer skills • Excellent customer service 	

NORTH Link JOB ID: JV351	Position title: Chef - 2nd or 3rd Apprentice	Location: Eltham
<p>Opportunity description:</p> <ul style="list-style-type: none"> • Work in a Café/Restaurant specialising in all day breakfast and lunch (Dine in and Take Away) • Learn to use food preparation equipment, produce dishes using various cooking methods, use hygienic practices for food safety, and help to plan and design basic menus • Work towards completing a national recognised Certificate III Commercial Cookery 	<p>Requirements:</p> <ul style="list-style-type: none"> • Genuine passion for the food industry • Willing to learn • Reliable and committed • Recommencing Chef apprentices are encouraged to apply 	

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NORTH Link JOB ID: JV352	Position title: Business Traineeships	Location: Preston
<p>Opportunity description:</p> <ul style="list-style-type: none"> • Support front office staff with administrative functions: data entry, filing, scanning documentation • Respond to phone and online inquiries • Support teachers with admin functions • Arrange couriers and manage incoming and outgoing mail • Attend meetings where required <p>January 2021 commencement</p>	<p>Requirements:</p> <ul style="list-style-type: none"> • Competent ability to operate a computer • Good verbal and written communication skills • Excellent customer service skills • Demonstrate the ability to organise and prioritise tasks • Respect for confidentiality and privacy of client information and files • Willing to undertake a Police Check and Working with Children Check 	

NORTH Link JOB ID: JV353	Position title: Experienced Fibreglass Laminator or Willing to Train	Location: Thomastown
<p>Opportunity description:</p> <ul style="list-style-type: none"> • Experience preferred but willing to train the right person • Leading company manufacturing horse float roofs, saddle float boxes and dog wash spas and other fibreglass components • Using a Chopper gun, which sprays out fibreglass onto the moulds • Immediate start <p>Mon-Fri: 6.30am-2.30pm</p>	<p>Requirements:</p> <ul style="list-style-type: none"> • Needs to be a hands-on and reliable person • Wanting to learn • Able to work in an environment with strong odours • Forklift licence would be an advantage • Fit and healthy and able to be on feet the whole day • Some lifting, but usually in pairs for heavy objects • Sufficient English to understand instructions and be able to communicate • Any previous experience in spray painting any sort of fluid or working with chemicals would be an advantage. 	

CURRENT VACANCIES {12 November 2020}



NORTH Link JOB ID: JV354	Position title: Forklift Driver/Storeperson	Location: Coolaroo
<p>Opportunity description:</p> <ul style="list-style-type: none"> • Well-established manufacturer of processed, cooked, refrigerated and frozen foods • Australian owned industry leader • Full-time permanent position • Picking and dispatch outgoing goods • Receiving incoming goods, check for damage, temperature checks, weight & discrepancies between goods & invoice • Most work is in a fridge or freezer environment • Adhere to safe warehouse systems, policies & procedures • Maintain a clean, safe & orderly environment • Conduct regular stock takes on all products • Work in a small team and prioritise work to meet daily delivery schedules • Use of emails and computers to load orders into the system • Filling out paperwork • Allocating stock for production • Allocating batch numbers of raw materials for production & stock • Immediate start <p>M-F: 5.30am – flexible depending on workload</p>	<p>Requirements:</p> <ul style="list-style-type: none"> • Formal training in warehousing and/or logistics is preferred • Provide current police check • Medical Check • Forklift licence & experience • Excellent English communication skills, verbal & written • Reliable with a good work ethic • Follow safe work instructions & food safety policies • Neat & tidy personal presentation • Physically fit to do labouring tasks • Leadership & problem-solving skills • Passion to continually raise the standard • Computer skills • Knowledge & experience using RF Scanner • Ability to work under pressure 	

NORTH Link JOB ID: JV355	Position title: Food Handler	Location: Coolaroo
<p>Opportunity description:</p> <ul style="list-style-type: none"> • Australian owned industry leader • Food manufacturing – cooked meats: pork, chicken, duck • Packing • Oven racking • Cleaning, weighing • Adhering to food handling procedures & processes • Full-time long term employment <p>M-F 6-7am with varying finish time around 1-3pm</p>	<p>Requirements:</p> <ul style="list-style-type: none"> • Food handling experience • Food handling training preferred • Able to speak English • Willing to process cooked meats including: pork, chicken and duck • Police check and medical • Ability to work under pressure 	

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NORTH Link JOB ID: JV356	Position title: Plumber – 3rd or 4th year Apprentice	Location: Oak Park
<p>Opportunity description:</p> <ul style="list-style-type: none"> Join a plumbing company that specialises in plumbing maintenance Learn or continue to learn all aspects of the trade including installing, maintaining and repairing pipes, drains, mechanical services and related equipment for water supply, gas, drainage and other systems Work towards completing a Certificate III –Plumbing 		<p>Requirements:</p> <ul style="list-style-type: none"> Current drivers licence and own reliable transport Live within a maximum of 30 – 40 minutes from Oak Park

NORTH Link JOB ID: JV357	Position title: Fitter and Turner – 1st to 4th year Apprentice	Location: Bundoora
<p>Opportunity description:</p> <ul style="list-style-type: none"> Join a busy team Duties include fitting and assembling Aerospace and Defence components Work towards a nationally recognised Certificate III (Fitting and Turning) <p>7.30am to 4pm Monday to Friday</p>		<p>Requirements:</p> <ul style="list-style-type: none"> Committed Reliable and hard working Open to all age groups

NORTH Link JOB ID: JV358	Position title: Electrician – 2nd or 3rd year Apprentice	Location: Thomastown
<p>Opportunity description:</p> <ul style="list-style-type: none"> Join a team with experience in Solar PV, battery systems, PV/Wind powered solar pumping or automation systems Complete a Certificate III in Electro-Technology Learn how to select, install, set up, test, fault find, repair and maintain electrical systems and equipment in building and premise 		<p>Requirements:</p> <ul style="list-style-type: none"> White card Car and current drivers licence Willing to attain a working at heights and elevated platform certificate

NORTH Link JOB ID: JV359	Position title: Carpenter - 2nd year Apprentice	Location: Wollert
<p>Opportunity description:</p> <ul style="list-style-type: none"> Join a business working on new builds, specialising in lock up and fix Learn all aspects of the trade including complete house builds from frame to lockup, renovations, decks and pergolas Complete a 4-year apprenticeship whilst gaining a nationally recognised Certificate III in Carpentry 		<p>Requirements:</p> <ul style="list-style-type: none"> Car and current drivers licence Physically fit Willing to work and learn

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NORTH Link JOB ID: JV360	Position title: Automotive Apprenticeship	Location: Preston
Opportunity description: <ul style="list-style-type: none"> • Become a qualified Motor Mechanic • Service vehicles and brake repairs • Using diagnostic equipment to identify faults • Remove & replace engines, gearboxes & transmissions • Tyre repairs & rotations 		Requirements: <ul style="list-style-type: none"> • Drivers licence (P's accepted) • Pre-Apprenticeship (preferred) • Willing to undertake a Police Check and/or Medical • Genuine interest in light vehicle mechanical technology

NORTH Link JOB ID: JV361	Position title: Furniture Upholsterer	Location: Airport West
Opportunity description: <ul style="list-style-type: none"> • To join an Australian made quality furniture manufacturer • Join a tight knit, busy & passionate team <p>Salary: Dependent on skills and experience</p>		Requirements: <ul style="list-style-type: none"> • Qualified or experienced Upholsterer • Enthusiastic and dedicated • Willingness to take ownership & responsibility • Willingness to work in a team environment • Prepared to take direction & follow instructions • Be punctual & reliable

NORTH Link JOB ID: JV362	Position title: Maintenance/All Rounder	Location: Thomastown
Opportunity description: <ul style="list-style-type: none"> • Food manufacturing company • General maintenance and support around the plant, fixing tools, bit of painting & gardening, etc. • Do some pick-ups and deliveries • Assisting with production, packing & stores <p>Mon-Fri Salary: \$ Dependent on skills and experience</p>		Requirements: <ul style="list-style-type: none"> • Hands-on person with mechanical nous • Comfortable doing all sorts of general maintenance work • Flexible, and willing to help out as required • Driver's licence • A handyperson who can demonstrate a history and an interest in fixing and general maintenance

NORTH Link JOB ID: JV363	Position title: Mechanical Fitter – 1st or 2nd year Apprentice	Location: Thomastown
Opportunity description: <ul style="list-style-type: none"> • Learn all aspects of manufacturing truck bodies, flat trays, tilt-slide trays • Learn to install a variety of accessories including towbars, lighting, and toolboxes <p>Monday-Friday: 7.30am to 4pm</p>		Requirements: <ul style="list-style-type: none"> • Keen and reliable • Great work ethic • Driver's licence and own transport

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NORTH Link JOB ID: JV364	Position title: Hairdresser - 1st year apprentice	Location: Ivanhoe
<p>Opportunity description:</p> <ul style="list-style-type: none"> Join a hairdressing salon who are passionate about creating beautiful hair using top quality products Consult clients, sell products and services, and design and apply a broad range of technical hairdressing services Work towards completing a nationally recognised Certificate III in Hairdressing <p>\$\$ - Junior apprentice wages apply</p>		<p>Requirements:</p> <ul style="list-style-type: none"> Passion for the hairdressing industry Willing to learn Committed and reliable
NORTH Link JOB ID: JV365	Position title: Cabinet Making/Joinery – 3rd or 4th year Apprentice	Location: Thomastown
<p>Opportunity description:</p> <ul style="list-style-type: none"> Join a company that are proud to create a wide range of bespoke design kitchens, bathrooms, laundries, bedroom cabinetry, living and home office spaces Perform a range of furniture making skills at trade-level including the manufacture and installation of fitted furniture typically in a kitchen, bathroom and related context 		<p>Requirements:</p> <ul style="list-style-type: none"> Currently in the 3rd or 4th year of your apprenticeship Driver's licence and own transport Own tools preferable
NORTH Link JOB ID: JV366	Position title: Electrical Apprentice 2nd or 3rd Year	Location: Keysborough
<p>Opportunity description:</p> <ul style="list-style-type: none"> Good career and earning potential Join a booming industry Permanent full-time position, immediate start A young close knit team looking to add value with experience & reliable professionals <p>Mon-Fri: 7.30am – 3.30-4pm \$\$: Up to \$25/hr</p>		<p>Requirements:</p> <ul style="list-style-type: none"> Experience in solar preferred Current driver's licence Takes initiative Able to work in a team

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NORTH Link JOB ID: JV367	Position title: CEC Electrician	Location: Greensborough
<p>Opportunity description:</p> <ul style="list-style-type: none"> • Join a booming industry • Opportunity to run your own teams immediately • Permanent full-time • Great reward and career evolution • One of Australia’s leading electrical companies <p>Mon-Fri: 7.30am – 3.30-4pm \$\$: Up to \$50/hr</p>		<p>Requirements:</p> <ul style="list-style-type: none"> • Must have CEC accreditation • Fully qualified A-Grade Electrician • Current driver’s licence • Working with Heights and Elevated Work Platform licence (or willing to obtain) • Strong ability to manage installation targets and stocks • Able to work in a team • Experienced and reliable

NORTH Link JOB ID: JV368	Position title: A-Grade Electrician	Location: Greensborough
<p>Opportunity description:</p> <ul style="list-style-type: none"> • Join a booming industry • Opportunity to run your own team immediately • CEC accreditation opportunity • Permanent full-time • Great reward and career evolution • One of Australia’s leading electrical companies • Working with an installation team <p>Mon-Fri: 7.30am – 3.30-4pm \$\$: Up to \$40/hr</p>		<p>Requirements:</p> <ul style="list-style-type: none"> • Must have solar experience • Fully qualified A-Grade Electrician • Current driver’s licence • Working with Heights and Elevated Work Platform licence (or willing to obtain) • Strong ability to manage installation targets and stocks • Able to work in a team • Motivated and reliable