ASSISTANT TO DEAN OF ADMINISTRATION: ELECTRONIC COMMUNICATIONS CO-ORDINATOR

Permanenr Part-time (42 weeks per year) Position - Commencing Term 2, 2013 (or by negotiation)

Applications are invited from enthusiastic and experienced persons prepared to work within the new and developing Office of the Dean of Administration.

Details of this new role in the School are included in the Job and Person Specification which can be downloaded from this webpage.

It is anticipated that this permanent position will commence in Term 2, 2013.

Persons with experience and skills as outlined in the Job and Person Specification are encouraged to apply.

Conditions of employment will be determined by qualifications and experience.

Pembroke School is an equal opportunity employer.

All applications, including a completed Employment Application Form (available on the website), should be emailed to jobs@pembroke.sa.edu.au

For further information please contact Jim Daws, Human Resources Director, on 8366 6818 or at jobs@pembroke.sa.edu.au

Applications for this position close on WEDNESDAY 10TH APRIL AT 4.00 PM.