

TOWN of CLAREMONT Information Pack



Position	Community Safety Officer (Casual Positions)
Closing Date	N/A, Ongoing Casual Opportunities
Salary	\$48.67 per hour (including 25% loading) Additional penalties for work after 8pm Monday to Friday, weekends and public holidays.

The Town of Claremont is a progressive local government that was established in 1898 for the picturesque riverside suburbs of Claremont and Swanbourne. It is a busy and forward focused local government with dedicated staff who are committed to making a difference at a local level. The Town was recently ranked Number 1 local government from a Community Scorecard, as voted by their community.

The Town offers great benefits such as a health and wellbeing program, additional superannuation contributions, flexible working arrangements, RDOs, free onsite parking and free access to an on-site gym and to the Claremont Aquatic Centre.

The Town is looking for a pool of Community Safety Officers to assist casually, to cover periods of sick and annual leave and during events held at the Royal Agricultural Showgrounds.

Key responsibilities of the position include:

- Carrying out patrols and inspections for the purpose of enforcing the Town's Local Laws.
- Issuing infringement notices.
- Wearing and operating body worn cameras.
- Liaising with police, event promoters and community groups.
- Assisting with traffic management when required.

The Town is looking for assistance covering a roster which runs from 6am to 12pm, 7 days per week. Penalties apply for the weekend and night work.

About You

Candidates must have completed Municipal Law Enforcement A & B (with completion of or progress towards Regulatory Officer Compliance Skills (ROCS) 'Part 1 & 2').

Your core values will mirror the Town's values including respect, helpful, courteous and maintaining good relations with the general public is essential to this role. Candidates must also be willing to take direction and work as part of a team.

The role can require significant periods of walking. Applicants must be able to obtain a medical and police clearance. Applicants will also ideally have a clean driver's license record.

TOWN of CLAREMONT

Number one rated local government
as voted by the community.



[Click to see full MARKYT Community Scorecard results](#)



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The Town is an equal opportunity employer that values a diverse workplace. We encourage people of all ages, genders, culturally diverse backgrounds and those with a disability to apply.

Please direct all enquiries to Joshua Collins, HR Advisor (9285 4300).



Completing your application

In order to be considered you must be able to demonstrate your suitability for the position. Before preparing your application check the essential selection criteria outlined in the position description to make sure you are eligible to apply.

What your application must include

Cover letter

A covering letter is required and should demonstrate your suitability for the position.

Resume

Your Resume should include your personal details, relevant work history, education, training, qualifications and professional memberships.

The names and contact details of at least two work related referees should be presented in your Resume.

Lodging your application

Please ensure that the position title is clearly marked in the covering letter of your application. Applications must reach the Town of Claremont no later than 5.00pm on the closing date. The Town of Claremont prefers to receive applications via email at toc@claremont.wa.gov.au

Alternatively, applications may be mailed to:

Town of Claremont
PO Box 54, Claremont WA 6910

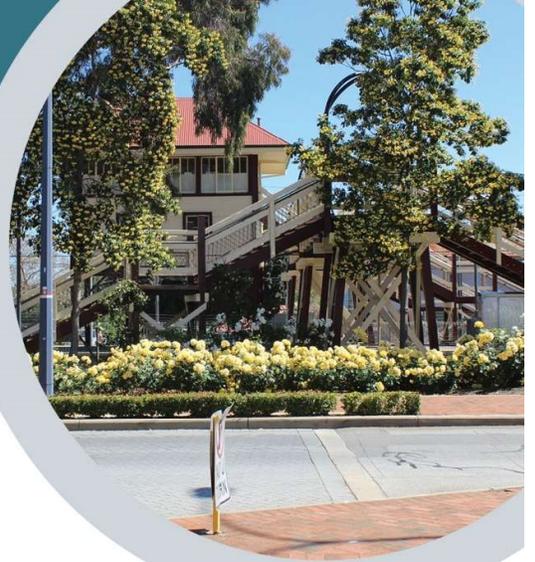
Please do not submit original documents.

Canvassing of Councillors will disqualify applicants.

The Town of Claremont is an Equal Employment Opportunity Employer and is committed to selecting the best applicant for each vacancy.

If you do not hear back from the Town within 2-3 weeks, please consider your application unsuccessful.



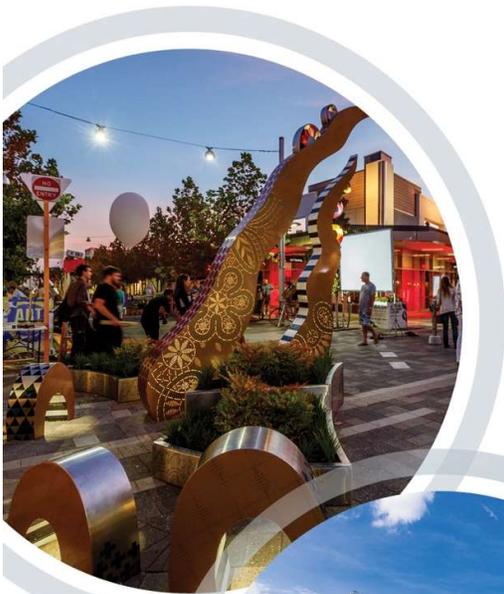


Remuneration & Conditions

- Competitive salaries;
- Generous superannuation contribution scheme;
- Flexible work options including work from home (WFH);
- Employee recognition program;
- Attractive working location in the Claremont Town Centre;
- Modern, accessible workspaces;
- Accessible public transport and free car parking.

Health & Wellbeing Initiatives

- Free use of our Corporate Gym and Aquatic Centre;
- Confidential employee assistance program;
- Flu vaccinations;
- Skin cancer checks;
- Health and wellbeing seminars and initiatives.



Training & Development

- Training courses;
- Opportunities to attend work-related conferences and seminars;
- Study assistance options including reimbursement of approved course fees (conditions apply);
- Opportunities to act in higher grade roles;
- Opportunities to participate in project teams and committees.