

Industry Consultant

Albany, WA

- Work with an organisation that makes a difference in the community
- Small, dedicated and passionate team
- Competitive salary + vehicle + super + laptop + phone

ATC Work Smart is a leading provider of Apprentice and Trainee employment services in WA. Due to continued growth, we have an exciting opportunity to join our superstar team in Albany. We are looking for a hardworking and personable applicant with a 'can do' attitude. This position will be influential in the development of skilled workers that are required for a strong and healthy economy. Training is Provided.

Key responsibilities:

- Recruitment, selection and mentoring of apprentices and trainees
- Provide support to apprentices/trainees and employers to assist in retention and completion of training contracts
- Maintain communications between key stakeholders including schools, host employers, training providers and employee's
- Identify and market traineeship and apprenticeship opportunities to new and existing clients
- Establish networks with key stakeholders including schools, local government and employers
- Assist as necessary with the promotion of ATC Work Smart at Career Expo's and events
- A commitment to excellence in customer service

About you:

The successful applicant will have:

- Excellent communication and problem solving skills
- Excellent organisational and administrative skills
- High level of attention to detail
- Strong relationship building/business development and presentation skills
- Good computer skills
- committed to excellence in customer service
- Ability to work autonomously and meet deadlines
- Hold a current 'C' class motor vehicle drivers licence

What we can offer you

- A salary package including a fully maintained vehicle
- A supportive and purpose driven culture
- Flexible hours and Work-life Balance
- An environment that values people and celebrates achievements

What happens next?

So it's over to you. If you would like to join our team, please apply by sending a cover letter addressing the above criteria and a resume to positions@atcworksmart.com.au.



If you'd like to have a confidential conversation on this role, contact Jane Lawson on 0424 609 385 or jane@atcworksmart.com.au

All enquiries and applications will be handled in strict confidence.

ATC Work Smart is an Equal Opportunity Employer and is committed to building a workplace culture that values diversity and inclusion

Application Deadline: This position does not have a closing date for applications. We will continually review applications and will cease advertising the position when we have identified the ideal candidate.