



Northern Peninsula Area Regional Council

Employment Opportunity

Receptionist – Bamaga

Permanent Full Time

Closing Date: 3rd April, 2019

Northern Peninsula Area Regional Council is seeking to engage a Receptionist at Bamaga.

Duties include handling front desk inquiries, phone call, mail processing, general administrative work and other duties as required.

To obtain a position description and information on how to apply, please contact Ms Dalassa Sailor, Human Resources Advisor on Phone: 40 486 812 or via email at dalassa.sailor@nparc.qld.gov.au or write to PO Box 200, Bamaga Qld 4876.

Please Note: Applications must include a written response to all the selection criteria questions, a cover letter and resume which includes your contact details.

Rani Johnson
Human Resources Manager