



## **Travel Coordinator – Fremantle (WA)**

- **Organise our regular trips to Indigenous communities**
- **32 hours per week – either 4 full days 8.30 – 5pm or school hours across 5 days**
- **\$23.88 per hour + 15.4% super (\$45,783 pro rata)**

Australian Hearing helps the Hearing Impaired in the community to reconnect with the world around them through hearing services in our large national network of hearing centres.

An exciting and rare opportunity is available for an enthusiastic person with experience in coordinating travel to join our busy team in Fremantle. Reporting to the Centre Manager, you will be booking travel, accommodation and venues for our visits to regional and remote Indigenous communities. Within WA, we make approximately 40 week-long visits per year. This busy role will also see you liaising directly with Indigenous communities to arrange the visits.

Bringing your great experience in coordinating travel arrangements, good communication skills, ability in administration and customer oriented attitude; you will be integral to the smooth running of our services to these communities. You are comfortable working in an autonomous deadline driven role and enjoying using your initiative to resolve problems. Cultural sensitivity is an absolute must!

Australian Hearing has a strong learning culture that focuses on developing and supporting our employees. We offer a flexible environment with a demonstrated belief in the work / life balance. You will enjoy a good salary with above average superannuation, regular increases and team performance bonuses.

If you are interested in this great opportunity please submit your application by emailing [careers@hearing.com.au](mailto:careers@hearing.com.au) quoting AHSP/PER.

For more information, please check out our website [www.hearing.com.au](http://www.hearing.com.au) or contact Lisa Teager on (02) 9412 6971.