



RE: Customer Service Team Leader

How to Apply

Your application must be received by UNE Life People, Culture & Development by the closing date listed below. **Applications received after the closing date will not be accepted.**

Applications must be emailed to dhiscox@une.edu.au.

Closing Date: 11.59pm, Sunday October 12th

Your application must include the following:

- One page cover letter outlining who you are, your strengths and qualifications, and why you are interested in the role at UNE Life;
- Responses to the selection criteria as detailed in the Position Description explaining how you best meet these requirements. Your examples should be based on previous performance/experience and you should clearly explain your level of involvement in the example activity, what you have done, how, why, with whom and what the outcomes were;
- Copies of current/valid qualifications required as detailed in the Position Description.

About the Application Process

After reviewing the applications, the selected candidates will be called for interviews. This process may take one to two weeks.

All applicants will be contacted when the hiring process is complete.

All queries relating to the position should be directed to Kim Lawrence, ceo.unelife@une.edu.au including if you have any questions regarding the application process.

Position Details

ITEM	DETAILS OF OFFER
Commencement date:	Immediately
Type of engagement:	Full-Time
Position offered:	Customer Service Team Leader
Location of position:	SportUNE, University of New England, Armidale, NSW.
Reporting to:	Reception & Engagement Officer
Modern Award Coverage:	Fitness Award 2020
Award Level:	Level 6
Superannuation Guarantee rate:	12%
Probationary period:	6 months
Staff Benefits:	Attractive package available – including: - Full Membership at SportUNE - Discounts at UNE Life food and beverage outlets - Discounts at Hair and Beauty outlet - Employee Assistance Program