



Vacancy Notice

Continuous Improvement Advisor

City of Mount Gambier has an exciting opportunity for a motivated and driven individual to join the People and Culture team.

About the position:

- Full-Time Fixed Term – 2 Year Contract
- Flexible working arrangements available.
- Competitive remuneration package.

The Continuous Improvement Advisor will develop, implement, and champion proven continuous improvement methodologies that align with industry best practices and support key organisational projects. This role will coordinate business planning, service reviews, and process improvement initiatives, ensuring that organisational priorities are met in a streamlined and effective manner.

The position will also collaborate with various teams to facilitate workshops, conduct data-driven analyses, and provide strategic advice to enhance operational performance.

Additionally, the role involves contributing to risk management and embedding change management practices to foster a culture of continuous improvement across the organisation.

This position is classified at Level 5 Step 1 – Level 5 Step 3 (currently \$97,503.47 - \$101,644.23 per annum) of the City of Mount Gambier Administration Staff Agreement No.12 2022.

About you:

- A tertiary qualification in a relevant field such as Business Administration, Project Management, Change Management or related discipline, and/or significant experience in a similar position.
- Comprehensive knowledge and understanding of continuous improvement, and project management.
- Proven high-performance in delivering change management through a defined model (i.e. ADKAR) is desirable.
- Experience applying project management methodologies and continuous improvement delivery.
- Experience in process redesign and system implementations.
- Demonstrated experience in planning, prioritization and work allocation across a project team.
- Strong interpersonal skills to influence, persuade, coaching, influence and motivate others.
- Exceptional organizational skills with an ability to empathise and negotiate.
- Enthusiastic, solution-focused attitude, with the determination to find the best outcome and drive change.

What we offer:

Mount Gambier is the second largest city in South Australia and provides a perfect balance between the vibrant lifestyle of a big city and the comforts of a small town. Packed with beautiful natural resources

including the iconic Blue Lake/Warwar, caves, sinkholes, parks and gardens. Mount Gambier is an idyllic location to enjoy work life balance, only 20 minutes from the beach.

This role presents an opportunity to advance your career in a supportive environment. The City of Mount Gambier is an equal opportunity employer and celebrates diversity in the workplace.

The successful candidate will enjoy:

- Ongoing professional development and training,
- A supportive and friendly team environment,
- Career development opportunities,
- Active social club,
- Flexible work arrangements,
- Positive work/life balance,
- Income protection insurance.
- Employee Assistance Program and Wellbeing Support
- Excellent Enterprise Agreement benefits with above award rates

Pre-employment requirements:

The position is subject to satisfactorily meeting the following employment requirements;

- National Police Check,
- Working with Children Check (WWCC),
- Pre-employment medical examination.

The City of Mount Gambier is an equal opportunity employer committed to continuous improvement as a culturally safe and supportive workplace. We strongly encourage members of our First Nations community to apply.

For a confidential conversation please call:

People and Culture Coordinator

08 8721 2534

Further information about the position, including the position description, which identifies key competencies and selection criteria, is available from City of Mount Gambier website:

www.mountgambier.sa.gov.au/council/careers/vacancies

How to apply:

Applicants must specifically address each of the key competencies and selection criteria, which is available within the position description and submit with a resume including contact details for at least three referees.

Applications close: Friday 22 November 2024 at 5:00pm.

Applications must be submitted via email to:

Human Resources Team

city@mountgambier.sa.gov.au