



Working at the Shire of Capel

Working in Local Government

A variety of professions, trades and career opportunities are available through Local Government. The Shire of Capel has extensive Engineering and Development Services, Community Development, and Corporate Services Teams. As a small shire there is opportunity to work across a broad range of projects within your area of expertise.

Work Environment at the Shire of Capel

Location

Located in the South West, halfway between Busselton and Bunbury with 29km of pristine beaches and acres of Tuart Forrest National Park.

Growth

One of the fastest growing coastal shires in Australia, with an average annual growth rate of 7% between 2001 and 2014.

Active Industries

Active industries in the Shire of Capel include dairy and beef farming, horticulture, viticulture, forestry and mineral sands mining.

Amenities

The Shire of Capel boast newly built administration offices with a spacious staff kitchen, lounge areas and outdoor courtyard, as well as showers and locker facilities.

Library facilities

Located adjacent to the administration building in Capel and in the civic precinct of Dalyellup and Boyanup the three public libraries offer a range of services available to all staff.

Smoke free

The Shire of Capel is committed to providing a safe atmosphere for all employees and has a smoke free Policy surrounding all public buildings, work locations and vehicles.

Employee Benefits

Professional & Personal Development

- Commitment to offering ongoing Training & Development
- Study assistance and study leave policy

Financial Incentives

- Competitive over award remuneration
- Generous superannuation, up to 14%
- Salary packaging
- Relocation Assistance
- 17.5% leave loading
- Uniform Allowance
- Paid community service leave
- Personal Accident & Travel Insurance (from home to workplace & back)
- Health Insurance benefits with HBF, Bupa, Medibank and NIB

Wellbeing & Lifestyle

Employee Assistance Program

All employees have access to a local counselling provider.

Equal Employment Opportunity

The Shire of Capel is an Equal Employment Opportunity employer, encouraging applications from individuals of diverse backgrounds to apply and join us in servicing our community.

Employee Wellbeing Program

- Annual health assessments
- Annual skin screening checks
- Flu vaccinations
- Ergonomics assessments
- Onsite information sessions, workshops and presentations
- Organisational events, such as BBQ's
- Fundraising Opportunities, including monthly dress down day and morning teas

Work/Life Balance

- Regular RDO's
- TIL arrangements as required

Employee Benefits

Leave

The Shire of Capel is committed to providing employees with generous leave entitlements in order to maintain a healthy work/life balance.

Flexible work hours (RDO's)

Dependant on the role, all full time employees are eligible for one accrued day off in every 20 working days or a 9 day fortnight.

Annual Leave

All employees are entitled to four weeks pro rata annual leave per year, and will be awarded 17.5% leave loading.

LSL

Employees are entitled to 13 weeks of LSL after 10 years of continuous service. LSL accrual is transferable between local governments provided there is no break in service.

Paid community service leave

Emergency services personnel are eligible for 38 hours of paid emergency services leave p.a.. All eligible community service leave will be paid.

Additional Leave Days

Employees will have two additional paid leave days per year; Easter Tuesday and the 2nd of January. Where an employee works these days they will be granted time in lieu.

Christmas Shutdown

The Shire of Capel has shut down of approximately 10 days over Christmas.

Other Leave

Public holidays, Personal Leave, Compassionate Leave and Parental Leave are all paid as per the National Employment Standards.

**Note: Information correct as at 1 July 2016.
Verification of the information contained is recommended.**