

Revenue Officer

Permanent Full Time - Casino

The Richmond Valley is in the heart of the Northern Rivers, with wide open spaces and room to grow. We're a down-to-earth, friendly community - where you can still enjoy the welcome of a country town, a family holiday by the beach, or a campfire under the open sky.

It's a place of opportunity, where you can get a start in life or find the change you've been looking for - build a home, raise a family, or buy your first acreage. Success is earned through hard work, persistence, and the courage to get back on your feet in hard times. Our organisation is defined by integrity and passion in what we do. When challenges come, we endure, we recover, and we rise once again to rebuild. Our people are connected through a shared love of this place and in serving our community.

About you

This is an exciting opportunity for a motivated individual with strong administration skills and experience in debt recovery. You are -

- Continuously looking for ways to provide the best outcome for our community
- Flexible, adaptable and responsive to change
- Able to work well within a small team and autonomously

About the role

The primary purpose of the role is to be a pro-active member of the team, to provide a high level of customer service to the community and control the recovery of outstanding debt. To ensure the rates, water, sundry debtors of Council are in line with the Council's delivery and operational plans as well as legislation.

Full time: 70 hour fortnight

Salary: Range from \$72,987 to \$83,933 pa + 12% superannuation

Contact: Kate Flynn, Revenue Coordinator - (02) 6660 0300

NOTE: Please read the role description for more information regarding key accountabilities of the role, essential qualifications and obligations.

What we offer

Richmond Valley Council offers a range of other benefits for its employees including:

- Long Service Leave after 5 years of service.
- Volunteer and compassionate leave to support you when you need it.
- Ongoing learning and development opportunities to support your career and professional growth.
- Fitness Passport to help you stay active and healthy.
- Free weekly yoga and meditation sessions to support your wellbeing.
- Health and Wellbeing Day
- Access to a confidential Employee Assistance Program (EAP)
- A strong focus on workplace health, safety
- Be part of an inclusive and supportive workplace where people are valued, diversity is embraced and everyone has the opportunity to contribute.

How to apply

All applications must be lodged online via Council's website

<https://richmondvalley.nsw.gov.au/council/working-with-us/positions-vacant/>

For further information about our recruitment process, please contact our Recruitment team on (02) 6660 0318 or recruitment@richmondvalley.nsw.gov.au

Council is committed to creating a workforce that celebrates inclusion, diversity and equality. We believe our employees are a reflection of the diverse community we serve and are proud to support equal opportunities for all of the Richmond Valley.

Our Values and Behaviours

