



**Clerical
Assistant/Allrounder
Osborne Park**

We are seeking a well presented, reliable, organized person to join our small team and take on a front line role as a member of the Service Department. The successful applicant will have experience in multi-tasking, meeting strict deadlines, obtaining tender specs, tender preparation, ordering and tracking materials, distribution of service documents, completion of Ascon drawings. Good communication and sound computer literacy skills are essential, electrical knowledge an advantage. A competitive remuneration package is offered, along with a great opportunity to further your career prospects with a rapidly growing company.

We offer:

- Competitive Remuneration
- Uniform Supplied
- Bonuses and awards

Apply in writing outlining experience and qualifications via email:
service@visioncabling.com.au
or mail to: PO Box 1669
Osborne Park DC WA 6916.
To complete an online application, visit our web site:
www.visioncabling.com.au

EC 8546