



## **POSITION DESCRIPTION**

### **MAINTENANCE/GROUNDS**

#### **ABOUT THE COLLEGE**

Victory Christian College is a Prep to Year Twelve College, which caters for individual needs and interests within a caring and disciplined environment. We provide a strong academic and diverse curriculum, which engages students and challenges them to achieve their best. At Victory, students are encouraged to develop a personal relationship with God and to understand that through this relationship, they have a life filled with purpose and promise.

Victory Christian College is a Christian organisation. It exists to advance the Christian religion through the provision of education and religious instruction, in a Christ centred environment in which the spiritual, academic, social and physical development of the individual can be fostered in harmony with the home and the church community.

We believe that the Bible, comprising the Scriptures in the Old Testament and New Testament, teaches the truth about essential beliefs of the Christian faith including who God is, who Humanity is, what the Gospel is and what response God requires from his people.

We believe that the ultimate meaning and purpose of life rests in Jesus Christ and His work on the cross. The College is a beacon of hope, built upon the foundation of the redeeming love of God through Jesus Christ.

The College plays an important role in the formation of students, at the invitation of their parents - in leading and nurturing them, spirit, mind and body, to lay hold of their unique purpose and potential in God's world, and to equip them for a life of fulfilment and significance. It is the aim of the College that graduating students will be transformational in their future callings and vocations.

The College is dedicated to continuous improvement and maintaining a high achieving learning environment. An expert and passionate staff implement a rigorous engaging curriculum, which enables and equips students to achieve academic success.

The well-resourced workplace at Victory has a strong and supportive team ethos. It allows staff to flourish professionally and personally and is characterised by encouragement, challenge and acceptance of the individual.

Our staff members share the College vision and are encouraged to continuously develop their own professional skills and faith, thereby being equipped to facilitate students' learning and personal growth.

#### **COLLEGE VISION**

Victory Christian College is committed to sharing Christ's love and pursuing academic excellence in a dynamic community, which fosters creativity and personal success.

Victory Christian College builds leadership, hope, compassion and self-discipline through a safe and nurturing environment.

#### **CHILD SAFE STANDARDS**

VCC is committed to creating and maintaining a child-safe and child-friendly environment, where children and young people are safe and feel safe. It is vital that we are diligent ambassadors for child safety as an expression of our Christian values and ethos.

Our approach to child safety, including our specific legal obligations, are detailed in our Child Safety and Child Protection Policies. All are available on the College Website:

<https://www.vcc.vic.edu.au/policies-and-publications>

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ABN 27 207 334 415 Reg. No. 1946

[www.vcc.vic.edu.au](http://www.vcc.vic.edu.au)

## POSITION DETAILS

### POSITION AVAILABLE

Maintenance & Grounds

### REMUNERATION

Victory Christian College is a respondent to the *Educational Services (Schools) General Staff Award 2020* plus 12% Employer Superannuation contributions and other entitlements as listed under this Award. **Support staff salaries are paid at 10% above Award rates.** Staff may salary sacrifice additional Superannuation.

Classification Range: Level 4.1 \$70,41\*7FTE – Level 4.2 \$73,948\*FTE

\*20% above award

### COMMENCEMENT DATE

Monday 12<sup>th</sup> of January, 2026.

### DESIRABLE SKILLS AND QUALIFICATIONS

- Excellent interpersonal skills and capacity to build positive relationships with staff, students and parents
- Current Drivers Licence
- Current Working with Children Check
- Professional manner and appearance

### DUTIES

- Communicate effectively and professionally with school staff, students, parents and the public
- Unlock school and activate heating and cooling as required
- Blowing down of footpaths and rubbish collection
- Operate light machinery – Ride on mower, Kubota tractor, chainsaw etc
- Washing of vehicles and pressure washing of paths and pavers as required
- General maintenance: repairs and painting of plaster walls, general plumbing, general handyman duties.
- General gardening works
- Assist others in the maintenance and cleaning teams as required
- Assist Administration Staff with archiving and moving of items when required
- Assist with Auditorium setup and pack down as required
- Ensure safe work practices by following Work Health and Safety principles
- Comply with relevant legislation, policies and procedures such as WHS Policy, Child Safe Policy, Child Safe Code of Conduct, Privacy Policy
- Following College Policies and Codes of Conduct
- Implement strategies that support a positive and Child Safe learning environment
- Other duties as directed

### APPLICATION PROCESS

1. Please submit the following via email ([careers@vcc.vic.edu.au](mailto:careers@vcc.vic.edu.au)):
  - Letter of introduction
  - Current Curriculum Vitae
  - The email and telephone contact details of four referees (two professional, two personal)
  - Signed [Child Safety Code of Conduct Declaration](#)
  - Proof of Working with Children check clearance
2. Complete the Application Form in Google Forms: [Click Here to Complete the Application Form](#)

**Please note: Applications will not be considered as complete until all items are provided.**



## **APPLICATION SUBMISSION**

Applications close **Monday 25<sup>th</sup> of August at 4pm.**

## **INTERVIEWS**

Shortlisted applicants will be invited to attend an interview.

## **INFORMATION RELEVANT TO THE ROLE**

Please read these documents before submitting your application:

- [Conditions of Employment](#)
- [Victory Christian College Statement of Faith](#)