

Council and District Information

Conditions of Appointment

Conditions of appointment will be as set out in the Employment Agreement and letter of offer applicable to the position being filled. A copy of the Agreement will be provided to any applicants who are short-listed for interview and request a copy. It will automatically be provided with any letter of offer. Other information you should consider when preparing your application is listed below.

Remuneration

The remuneration appropriate to the position will be discussed at interview and the commencing remuneration will be dependent on market rates, qualifications and experience.

Hours of Work

Council's normal hours at its main offices in Tokoroa and Putāruru are from 8.00am to 5.00pm, Monday to Friday. Normal hours of work at other Council facilities (for example, the Water/Wastewater Business Unit and the swimming pools) will vary. Hours of work for the position to be filled will be discussed at interview.

Offices

Council's main office is located in Torphin Crescent, Tokoroa. A service centre is located in Putāruru which provides office and library services, and an agency at the Tirau Information Centre ("The Dog").

Libraries

In addition to Putāruru, Libraries are located in Tokoroa (District Library) and Tirau.

Swimming Pools

An indoor heated swimming pool is located in Tokoroa. There are also outdoor pools in Putāruru and Tirau.



Interview Expenses

Council will pay actual and reasonable expenses, within New Zealand, of the applicants selected to attend for interviews. This does not include loss of wages. Travelling costs refunded will be equivalent to normal bus or airfares as appropriate.

Removal Expenses (permanent positions only)

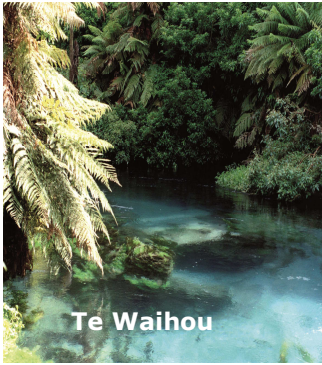
Council will pay full removal expenses within New Zealand (household goods only) on the basis of at least two competitive quotes which must be submitted to the Chief Executive for approval prior to acceptance. Should the appointee leave Council's employment for any reason within a period of two years of the appointment, Council will require the appointee to refund the removal costs on a pro rata basis.

Elected Members

Our Mayor and ten Councillors maintain an excellent working relationship with Council Staff.

Training

Council is committed to and supportive of its staff in the areas of technical training and personal development.



Te Waihou



Lake Moana Nui



Arapuni



Putaruru

Social Club

Council's Social Club is very active. It organises a variety of functions throughout the year.

Policies in Place

Amongst others, our policies cover:

- * Instant Recognition
- * Training and Development
- * Safety and Health
- * Prevention of Occupational Overuse Syndrome (OOS)
- * Non-taxable Travel
- * Performance Development and Appraisal

From Tokoroa to:

Arapuni	25 minutes
Auckland	2.5 hours
Hamilton	1 hour
Putāruru	20 minutes
Rotorua	40 minutes
Taupo	40 minutes
Tauranga	1 hour
Tirau	35 minutes



Jones Landing



Tirau



Tokoroa Library



River Trail



Tokoroa

