

Positions Vacant



❖ Administration Officer

BMX Australia (BMXA) is seeking applications from people interested in taking on the role of Administration Officer (AO). The primary responsibility of the AO is to provide administrative support to BMX Australia and Freestyle BMX, including event and development support.

Reporting to the General Manager, this dynamic and varied role assists and supports all aspects of the BMX Strategic Plan. The successful candidate will have outstanding administrative and organisational skills.

This is a full-time position based at the BMXA office in Mascot, NSW. BMXA is a national organisation and accordingly, the role will involve some interstate travel and some non-standard hours of work.

A Salary Package inclusive of superannuation will be \$40,000-\$45,000 based on qualifications and experience.

Written applications must be received by the General Manager, BMX Australia by close of business **Friday 17 September 2010**.

E-mail: nicola.tyre@cycling.org.au

Post: PO Box 6310, Alexandria NSW 2015

A Job Description is available from the BMXA office (nicola.tyre@cycling.org.au) or on the BMXA website (www.bmxaustralia.com.au).

Cycling Australia acknowledges the support of its principal partner



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