



Applications are sought from committed active Christians for the positions of:

FINANCE AND PERSONAL ASSISTANT at ARALUEN CHRISTIAN COLLEGE

a campus of NT Christian Schools

Araluen Christian College is looking for a full-time, fixed term Finance and Personal Assistant. The successful applicant is expected to provide support to the Principal and the office team, and liaise with other school staff, administration staff, parents and students as required. The applicant must be highly motivated and keen to work as part of a cohesive team, able to apply the Christian faith in the workplace; and to share the commitment to seeing Christian education make a real difference in the lives of students to reach their full potential. Previous administration experience is essential to this role.

For more information about working at Araluen Christian College please contact the Principal, Rosie Lindsey, on 08 8955 3300 or principal.araluen@ntschoools.net. For general information please contact us as per details given below. **Only applicants with full Australian work rights to apply.**

***Positions commence immediately or as negotiated
Applications considered as received***

Please download the [employment application form](#) and [Statement of Faith](#) from this website, address the key areas of responsibilities as set out in the job description and include it with your CV:

Enquiries are welcome and fully completed applications to be directed to:

Human Resources
NT Christian Schools
PO Box 228
KARAMA NT 0813

Phone: 08 8920 4355
Email: human.resources@ntchristianschools.com.au

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