



POSITION VACANT

TOURISM OFFICER

Located approximately 550km south-west of Cairns and just south of the base of the Gulf of Carpentaria, in the heart of the Gulf Savannah country, lies the quaint and beautiful town of Croydon. Rich in history, boasting beautiful heritage buildings, the iconic Gulflander train, stunning sunsets and numerous trails for birdwatching, bushwalking, mountain biking and trail running. Croydon offers a unique Outback experience while providing all the necessary services, including a supermarket, healthcare centre, schooling, and recreational facilities.

The Position: Reporting to the Manager Tourism and Marketing this position supports Council in its mission to promote the tourism potential of Croydon Shire while working in the True Blue Visitor Information Centre.

Skills / Experience Required: To be successful in the role, you will need a:

1. A genuine desire to be involved in tourism and the promotion of Croydon Shire.
2. High level of customer service skills.
3. High level of verbal and written communication skills and ability to effectively deal with a broad range of customers.
4. Competency with social media plus photography/videography skills highly regarded.
5. Competency with Canva (or other design software) is highly regarded.
6. Be self-motivated and have excellent time management, planning and organisational skills.
7. Ability to work under limited direction and supervision and maintain a friendly and helpful work attitude.
8. Broad knowledge of the local area and surrounding regions.
9. High level of computer skills within the Microsoft Office 365 package.
10. Tourism, Marketing and Promotion, Event Management or Business Administration (highly regarded).

For further information on Croydon Shire Council and the region please visit www.croydon.qld.gov.au

For further information please contact Councils Acting Business Manager, Rebecca Fitzgerald on 07 4748 7100 or email rfitzgerald@croydon.qld.gov.au.

Applications close 9am on Monday 12 June 2023.

Jacqui Cresswell
Chief Executive Officer

26 May 2023



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Established in 1909 by the Consolidation of the Croydon Divisional Board (Est. 1888) and the Croydon Municipal Council (Est. 1892)