



Traineeship – Business Administration

Acuity DG Pty Ltd is a fast-growing consulting/development company, responsible for the daily operations across multiple businesses and industries, now requiring us to expand our work force.

We are currently located at Drouin West while Our New office is being built in Warragul and therefore you will require reliable transport.

Hours are flexible, with Days working at the office to be determined by TAFE requirements for the external training required to complete the course.

We see the Business Administration Traineeship as a foundation for your learning journey and will actively support the successful applicant to continue their training beyond the traineeship.

Due to the nature of our company, we can support future training and career advancement in areas such as.

- Project Management
- Drafting
- Finance
- Book-keeping
- Marketing
- Real Estate
- Property Development
- Business Management

Ideally the candidate will have the following skill sets.

- Problem solving,
- Attention to detail
- Williness to adapt and grow within the business
- Good communication skills
- Self-driven
- Eagerness to learn

This opportunity allows the successful candidate to gain a qualification while learning practical skills in a thriving, diversified company.

Applications for this position will close on the 12th May 2022

To apply for this position please send cover letter and resume to rebecca@acuitydg.com.au