



Maintenance Assistant (Part-Time - 6 hrs/week) Ongoing Position

Location: Tallowood Steiner School 220 Bellingen Rd Bowraville NSW 2449

Employment Type: Ongoing Part-Time 6 hours per week

About Tallowood Steiner School: We are a small Independent Steiner School in Bowraville

The Role: You will work directly alongside maintenance staff to assist with jobs that require 2 persons to safely complete, heavy lifting, event setups, minor repairs, maintenance and general grounds support.

Key Responsibilities

- Provide essential support for heavy physical tasks and maintenance jobs requiring two-person safe handling.
- Assist with furniture moves, facility maintenance, and event setups for school festivals and functions.
- Proactive maintenance tasks and minor repairs.
- Assemble furniture and equipment.
- Help with outdoor grounds care, mulching, clearing pathways, and general tidying.

Requirements & Qualifications

- Strong physical capability to safely lift, carry, and assist with team-based manual tasks.
- Practical handyman or outdoor maintenance experience with a safety-first focus.
- **Essential:** A valid Working With Children Check (WWCC) and a commitment to child safety.

Working Hours 6 hours per week split across 2 days (flexible days & times negotiable). Additional casual days may be offered during school holidays where completing tasks are preferable when students are not around.

How to Apply We would love to hear from you. Please submit your resume and a brief cover letter outlining your relevant experience and availability to businessmanager@tallowood.nsw.edu.au by 9 November 2026 by 2pm.

For any further information regarding this role please phone Lyn 0475 414 569.

Tallowood Steiner School is an equal opportunity employer and is committed to promoting a diverse and inclusive community. Tallowood Steiner School employs under the conditions of the Independent Schools NSW (Professional and Operational Staff) Co-operative Multi-Enterprise Agreement 2025.