

Misconduct

The employer reserves the right to dismiss the employee, without notice, for acts of serious misconduct. The employer considers the following actions by an employee as a non-exclusive list of examples of serious misconduct:

- Theft
- Fraud
- Assault
- The employee being intoxicated at work.
- Refusal to obey the lawful command of the employer.
- Repeated discriminatory behaviour.

Dispute Resolution and Grievance Handling

The resolution of disputes or grievances arising at the workplace should be resolved as far as possible between the employee(s) concerned and their immediate Supervisor(s) / Manager(s).

Where disputes are not settled through this process the organisation's dispute resolution and grievance handling process will be initiated which is based on ensuring compliance with due process and the procedural fairness laid down by the Industrial Relations legislation related to this process.

Work Place Diversity

It is the intention of the employer to achieve the principal object of work place diversity through respecting and valuing the diversity of the work force by helping to prevent and eliminate discrimination on the basis of race, colour, sex, sexual preference, age, physical or mental disability, marital status, family responsibilities, pregnancy, religion, political opinion, national extraction or social origin.

The employer has a policy of anti-discrimination and promoting diversity in the workplace, and the employee is required to uphold this value.

Policies

The employee will at all times adhere to this Contract of Employment and the Policies of the employer. The employee will read and become familiar with these policies, procedures and practices of the employer. Policies, procedures and practices are not incorporated into this Contract of Employment.

Driver's License

Where LSV requires you to hold a Drivers Licence in order to fulfil your duties, you will complete the Motor Vehicle – Conditions of Use Form (CSF21-03) prior to your first engagement where this is required.

If you lose your licence and are subsequently unable to fulfil the duties for which you were employed, LSV will not provide you with further engagements. Any variation to this clause will be at the discretion of the CEO.

Employment Terms

Your employment is governed by the laws of Victoria and the Commonwealth of Australia and both you and LSV irrevocably submit to the jurisdiction of the courts of Victoria and the Commonwealth. All terms and conditions are in-line with the Fairwork Act.

Additional Requirements

Should any additional specific conditions of employment that vary from those listed under your contract of employment, will be negotiated between the employer and employee, and shall be they shall be documented and annexed to your Contract of Employment.

Employment Prerequisite Qualifications

Staff members must hold the following minimum qualifications for employment..

All Staff Members

- Resuscitation Award (completed in the past twelve months)
- A current working with children check

All qualifications must remain current. To keep a First Aid certificate current, the Resuscitation component must be updated each year.

Additional qualifications may be required.

Internal Training - Induction

It is important to the culture of the Life Saving Victoria that all new staff members develop an understanding of how and why the service is delivered by Life Saving Victoria.

Therefore, all staff members must undergo a Life Saving Victoria induction and a relevant area specific induction to become familiar with the operational procedures and methods as well as any equipment particular to that areas operation.