

Hot Candidates

October 2011

The logo graphic consists of three overlapping, upward-pointing triangles. The top triangle is white, the middle one is a light blue, and the bottom one is a darker blue. They are all set against a light gray background that has a subtle gradient.

ZENITH
INFORMATION MANAGEMENT SERVICES

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RECORDS MANAGER - A long term repeat candidate on Zenith's books, this excellent Records Manager is based beyond NSW's sandstone curtain, but has her affairs set up so that she can work within Sydney for contract work if the opportunity arises. Having worked in a several government agencies and the education sector, this veteran candidate's most recent contract is now coming to an end and she is keen to keep working. Her role at this university-related institution required her to create and modify accounts, revise the agency's Business Classification Scheme and, import and implement Administrative Function retention schedules. Able to write policy, migrate records and provide TRIM support, this candidate now has – due to the department in which she worked closing – first hand experience with Machinery of Government (MOG) transfer of functions.

KNOWLEDGE MANAGER - A qualified librarian with substantial Knowledge Management experience, this Melbourne-based candidate has distinguished himself by working for an international law firm, providing commercial legal advice to clients around the world. Servicing an international client base of over one thousand legal eagles and their support staff, this candidate was responsible for the firm's content management approach and policy. In addition to this and other functions, he was responsible for managing the knowledge management team, ensuring the efficient workings of the intranet and co-ordinating documents and research for the company's national Employee Relations practice group. In addition to this corporate experience, this personable candidate has substantial experience in Melbourne's public library sector.

BUSINESS ANALYST - A highly qualified Management Consultant with senior experience in the areas of Portfolio, Program, Project, Contract, Change, BPR and Strategy in the financial sector, this impressive candidate has a track record of working on high value and high visibility programs with complex and critical success factors. A veteran of large organizational change in the corporate environment, he has the interpersonal skills to influence and build consensus with stakeholders at all levels. He has proven experience, successfully leading teams to deliver on high value and high visibility.

When it comes to quality, Zenith has plenty more star players where these gems came from. If any of these candidates are suitable for your workplace, don't hesitate... they won't be available for long

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RECORDS MANAGER - On the cusp of returning from London where he is currently employed as a UK government body, this records management professional is an energetic individual with an ability to quickly grasp new concepts. With experience spanning the public, private and charity sectors at an international level, he has become well versed in shifting between different markets with varying legislative and compliance requirements, and thrives on the challenges of balancing an organisation's cultural requirements with its business needs. He has extensive knowledge of the configuration and system administration of EDRMS, and is well-versed in system testing. His high levels of IT literacy, coupled with experience and comfort in training small groups, makes this candidate a well rounded employee who could add value to any records and information management team.

TEACHER LIBRARIAN - Having sustained a substantial career in teaching, this candidate collected her librarianship qualification in the late nineties and has used that to maintain a passionate interest in applying her knowledge to the edification and growth of children. After a one year-stint as the Library Manager at an International School in South East Asia returned to Australia nearly a year ago. Since then, this candidate has worked as the Library Manager of a public school in Sydney's eastern suburbs and also worked for Zenith in one of the area's more prestigious private schools. Both of these roles have provided this enthusiastic candidate with opportunities to innovate and promote the library, instilling her charges with enthusiasm for the traditional world of library books, but matching that tradition with 21st Century social media.

LIBRARY ASSISTANT – With a work history that is a combination of employment with several financial institutions and with some non-professional library roles, this candidate is currently favouring the bibliographic side of her ledger and hopes to pick up additional shifts or – better still – permanent part-time work in either a Council library or a corporate library environment. Accustomed to dealing with the public and professional clients, she is comfortable working as a story teller for infant library patrons or exercising her fine eye for detail that served her so well when dealing with detailed financial transactions and associated legalities.

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