

Document Controller

- **O'Connor location**
- **6 month contract with potential extension**

Ausco Modular is the market leader in the modular building industry, providing complete customer solutions through a unique capability in building hire, sale, manufacture and site construction.

Due to winning a high profile project, we are seeking an experienced Document Controller to work within our Contracts Department.

Reporting to the Lead Document Controller and working with an experienced Document Control team, you will be responsible for the Document Administration for a high profile project

To be successful you will need

- A minimum of 2 years Administration experience or a relevant qualification
- A professional and mature attitude and work ethic
- Strong attention to detail
- High degree of Computer Literacy
- Good communication skills
- Ability to work autonomously
- Aconex experience preferred

Don't miss this opportunity to join the Live, Work, Learn culture of Australia's leading provider of modular buildings. Visit our careers section at www.ausco.com.au to learn more about Ausco Modular and our employee benefits or contact or apply now to hr@ausco.com.au.

Ausco would like to thank all in advance for their applications. Only shortlisted candidates will be contacted.