



Maddison Stewart

Current role

Far West Local Health District, Workforce Support Officer October 2023 –current

As the Workforce Support Officer, I ensure seamless processes and support to all employees. My role is multifaceted, involving a range of responsibilities. My role responsibilities include but are not limited to first point of contact for all general HR queries, accurate and appropriate direction to employees, administration of the RHWIS, oversight of Working with Children Checks, facilitating Corporate Induction for the District, supporting the HR Business Partner and assisting the Director of People and Culture.

Recent experience

Aruma Services , Disability Support Worker	February 2023 –October 2023
Jean House , Store Manager	October 2022 – February 2023
Harvey Norman , Bedding Salesperson	April 2021 –October 2022
Hernes Freight Service , Operations Administration	June 2019 – April 2021
Lickiss Fabrications , Sales and Administration Assistant	January 2017 – June 2019

Education and qualifications

TAFE NSW –Certificate III in Business and Administration 2018

Professional Development Activities [optional can be deleted]

TAFE NSW –Certificate IV in Human Resource Management 2024