





Join the Public Trustee A career that can make a difference

We're dedicated to making a fair, just and safe community for all Western Australians – our purpose is to enhance our clients' lives by providing high quality and accessible Trustee, Executor and asset management services.

About the role

As a Trust Manager, you will:

- manage the finances of Represented Persons (clients under administration orders), Court Trusts, and other Trusts, in line with relevant legislation;
- manage sometimes complex financial matters with care and precision; and
- liaise with clients, various departments and external agencies to deliver effective solutions for a variety of client needs.

This role is ideal for people who are detail-oriented, empathetic and committed to providing professional and effective financial management and Trustee services.

Why choose the Public Trustee?

The Public Trustee has provided reliable, efficient, independent and professional Trustee services in Western Australia since 1941.

With extensive experience managing thousands of Trusts, Estates, and the finances of those who are unable to look after their own, we ensure confidentiality, fairness and security while striking a balance between financial growth and client accessibility and needs.

The Public Trustee has a focus on protecting at-risk people and is a trusted partner for safeguarding assets and delivering essential services across Western Australia.

Why work with us?

By joining our team, you'll become part of an agency that values diversity and inclusivity and reflects the community we serve. We value the variety of experiences, backgrounds and perspectives of our staff and clients, and offer a workplace where everyone can thrive.



Benefits of joining our team

Working at the Public Trustee means enjoying a range of benefits associated with a State Government career, including:

- · job security with competitive salaries;
- flexible working arrangements to support work-life balance;
- · generous leave entitlements;
- · clear career pathways with opportunities for professional growth;
- access to comprehensive learning and development opportunities; and
- wellness initiatives including meditation, yoga, and pilates.

What our team says

"I'm fortunate to be part of a team of dedicated and experienced professionals who are deeply committed to delivering the best possible outcomes for our clients.

While there can be similar problems, each of our client sees things differently, and working with them is a unique experience. I take satisfaction knowing I was able to solve the problem ... we stay busy, and the day flies by.

I go home at night knowing I may not have changed the world, but I did at least make someone else's day brighter."





"Working at the Public Trustee for several years has been a truly rewarding journey, filled with new challenges and opportunities to grow. Each day brings unique puzzles to solve, as we navigate the diverse lives and needs of everyday Western Australians. No two situations are alike and that's what makes this role so fulfilling. We're not expected to know everything, but we're empowered to learn, adapt, and create personalised solutions that address the realworld problems our clients face."







Get in touch with the Public Trustee's Manager HR on 9222 6706 or email <u>PTOHR@justice.wa.gov.au</u>

Office Hours: Location: Web: 8.30 am to 4.30 pm (Monday to Friday) 553 Hay Street Perth publictrustee.wa.gov.au