



POSITION VACANT

I. POSITION

School-Based Traineeship and/or a Full-Time **Reception/Administration position**

II. LOCATION OF BUSINESS

Maroochydore

III. DESCRIPTION OF THE ROLE

This role would suit a motivated and reliable student who is interested in gaining practical experience in a professional legal environment while developing valuable administration and customer service skills.

IV. DUTIES TO INCLUDE

- General reception duties
- Administrative tasks
- Supporting our team in day-to-day office operations

V. FUTHER DETAILS

VI. TO APPLY

Interested students are invited to **email their resume to our administration team at admin@coastcountrylegal.com.au**

Start Your Career With Coles

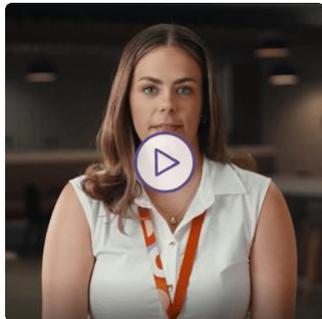
Applications are now open for our 2026 Graduate Program



At Coles Group, we're so much more than a supermarket. We're a place where you can grow, thrive and build a truly meaningful career.

With 10+ corporate career streams across Commercial, Customer Experience, Technology, People & Culture, Agribusiness and more, there's a perfect fit waiting for you.

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Everyone is welcome at our table

As one of Australia's largest employers of Aboriginal and Torres Strait Islander peoples, we're committed to creating culturally safe, supportive pathways. With dedicated mentorship from our Indigenous Affairs team, we're here to help you grow into a future leader.

Applications for our Graduate Program are open until **12 April 2026** for our **February 2027** intake.

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