

About Toll Transitions

Toll Transitions is a wholly owned subsidiary of the Toll Group and is the Group's centre for excellence in employee and workplace relocations focussing on three distinct market segments:

- Corporate relocations
- Government relocations
- Workplace relocation project management

These areas of combined expertise offer Toll Transitions strong buying power and influence in the relocations industry.

We work with over 150 clients from all industries ranging in size from Federal and Commonwealth, State and Territory Government departments with tens of thousands of moves to Global Corporations with hundreds of relocations, to companies who move only a few employees each year.

Office Locations

Toll Transitions currently has offices in all capital cities and in the major regional centres of Albury/Wodonga and Townsville. Toll Transitions also plans to establish offices in Cairns, Ipswich, Hunter Valley, Western Sydney, Nowra, Katherine and Wagga Wagga prior to 1st July 2010.

Employment Opportunities

In light of the recent appointment by the Department of Defence of Toll Transitions to Relocation Administration Services (RAS) Provider effective 1st July 2010, Toll Transitions plans to expand its workforce by approximately one hundred employees.

A broad range of employment opportunities are available via application. Please refer to the table below for details of the positions available by location. Relocation assistance will be considered on a case by case basis for staff appointed to locations other than their current location.

Recruitment for the new roles will commence in February 2010.

Location	Position
NSW	
Sydney	Regional Relocations Manager RAS Manager Senior Case Managers Case Managers Administration Support

Western Sydney	RAS Manager Senior Case Managers Case Managers Administration Support
Hunter Valley	RAS Manager Senior Case Managers Case Managers Administration Support
Wagga Wagga	Senior Case Managers Case Managers Administration Support
VIC/TAS	
Melbourne	Regional Relocations Manager RAS Manager Senior Case Managers Case Managers Administration Support
Aubury/Wodonga	Senior Case Managers Case Managers Administration Support
Hobart	Senior Case Manager
South QLD	
Brisbane	Regional Relocations Manager RAS Manager Senior Case Managers Case Managers Administration Support
Ipswich	RAS Manager Senior Case Managers Case Managers Administration Support
Toowoomba (establishment date TBC)	Senior Case Manager Administration Support
Far North QLD	
Townsville	Regional Relocations Manager RAS Manager Senior Case Managers Case Managers Administration Support
Cairns	Senior Case Manager Administration Support
ACT	
Canberra	Regional Relocations Manager RAS Manager Senior Case Managers Case Managers Administration Support

Nowra	Senior Case Manager Case Managers Administration Support
WA	
Perth	Regional Relocations Manager RAS Manager Senior Case Managers Case Managers Administration Support
Fremantle	Senior Case Managers Case Managers Administration Support
SA	
Adelaide	Regional Relocations Manager RAS Manager Senior Case Managers Case Managers Administration Support
NT	
Darwin	Regional Relocations Manager RAS Manager Senior Case Managers Case Managers Administration Support
Katherine	Senior Case Manager

The Toll Group has a long history of successful mergers and acquisitions, supporting the successful engagement of employees into the company and its culture.

Toll Transitions itself was established following the purchase by Toll of Removals Australia from the Commonwealth in January 2000. Many of the staff who came across to Toll Transitions from Removals Australia are still enjoying their working life at Toll and have all progressed their careers.

As a member of the Toll Group, employees of Toll Transitions have a wide range of career opportunities available as a result of the broad spectrum of services provided and industries serviced by Toll Group Business Units.

Toll is an Equal Employment Opportunity employer and offers an environment and culture that is innovative and growth oriented and one that values its people.

If you have any queries or wish to submit your CV to Toll Transitions, please direct to:

Julie Wyatt
Communications Manager
Toll Transitions
Tel: 03 8696 6089
Email: julie_wyatt@tollgroup.com

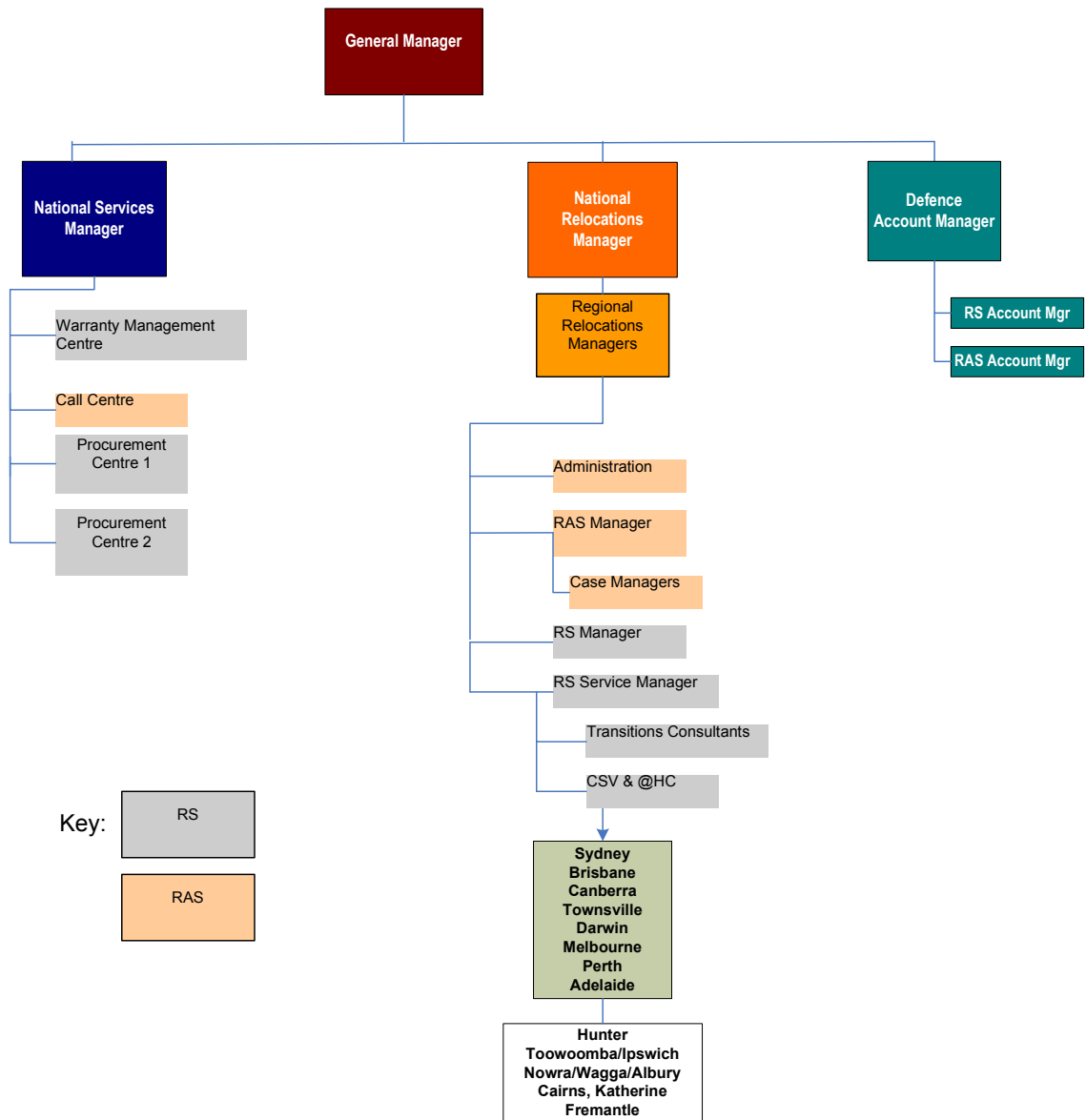
Position Descriptions

A number of positions have been included in the Position/Responsibilities table below, which are not listed in the Locations/Position table above, detailing potentially available positions e.g. RS Manager, RS Service Manager, Transitions Consultants, Call Centre Consultants, Procurement Centre Consultants. Please note that vacancies in these Removals Services' roles may also occur due to the transfer of current Toll Transitions Staff to other positions within the business.

Further information pertaining to vacancies in addition to those detailed above will be provided in January 2010.

Position	Responsibilities
Regional Relocations Manager	Reporting to National Relocations Manager Overall management of Physical, Financial, Human Resources, Operations and Service delivery of RAS & RS for entire region
RAS Manager	Reporting to RAS/RS Regional Manager Management of overall service delivery of RAS to Defence within the region, RAS staff in relation to customer service and operational requirements and stakeholder relationships, in particular RAS third party suppliers
RS Manager	Reporting to the RAS/RS Regional Manager. Management of overall delivery of RS to Defence within the region Provider Management for region including Store Surveys and Provider audits Management of daily RS operations and RS staff in relation to @Home consultations, Customer Service Visits and Assessments of Loss and Damage
RS Service Manager	Reporting to RS Manager Day to day operational requirements and issue resolution for RS in the region
Senior Case Manager	Case Management of RAS for Defence Member relocations Team Leadership Servicing and dealing with complex Defence Members requirements
Case Manager	Case Management of RAS for Defence Member relocations
Transitions Consultant	Conducting @Home Consultations, Inventory collection & Customer Service Visits to Defence Members
Administration Support	Administration support tasks associated with delivery of RAS/RS services
Call Centre Consultant	Assisting Members with their relocation enquires and redirecting them to appropriate Toll Transitions contacts
Procurement Centre Consultant	Processing removals and storage services end to end

Toll Transitions RAS & RS Organisational Structure



Mark Kingsley
 General Manager Relocations
 21/12/2009