

JOB DESCRIPTION – Schedule B

POSITION: General Grounds Maintenance

LOCATION: Skyline Rotorua

DEPARTMENT: Workshop / Maintenance

RESPONSIBLE: Chief Engineer, Senior Grounds Maintenance, Lead Lift Engineer

KEY TASKS:

- To ensure that all ground work and maintenance at Skyline Rotorua is carried out in accordance with the Health and Safety requirements of the maintenance department.
- To assist with Capex Projects by providing labor assistance to contractors assigned to complete the project.
- To assist the Groundsman to maintain the Skyline grounds ensuring that they are maintained to an acceptably high standard.
- Carry out any maintenance work as directed by the Chief Engineer.

MAIN DUTIES AND RESPONSIBILITIES

1. To ensure the highest possible safety and customer service standards are maintained at all times.
2. To ensure that the complex grounds are maintained as per the schedule set by the Chief Engineer.
3. To ensure that all equipment used in the maintenance of the complex meets Health and safety requirements as per the departmental Hazard register.
4. To ensure that advice of all equipment requiring maintenance is brought to the attention of the Chief Engineer as soon as practicable.
5. General laboring and maintenance duties including cleaning, rubbish collection, painting, gardening and general maintenance of buildings and facilities.
6. Complete associated paperwork and reports as per maintenance schedule.
7. To assist in the maintenance of all components required for the Gondola and Luge.
8. To regularly check all areas for maintenance, which may be required to be carried out.
9. Maintain the Luge Tracks and Trackside areas to ensure visibility and safety for riders.

10. To help with the removal of the gorse.
11. To assist with the maintenance of the gardens and property.
12. Ensuring delivery of service that support Skyline's sustainability goals by:
 - (a) Ensuring recycling and waste management practices are carried out where possible.
 - (b) Maintaining your work area to an environmentally acceptable standard.
 - (c) Making suggestions for environmental sustainability improvements.

LIVING OUR VALUES

Skyline Rotorua is a leader in the New Zealand travel and tourism sector. We are successful because of the commitment of our staff towards our company's purpose; to share real fun with the world. We have three values that sum up how we communicate, behave, and work together to achieve our goals.

We're Skyliners. We're brave, we care, and we do everything we can to deliver real fun and make people smile.



- We're ambitious and bold
- We always challenge the status quo
- We demand the best and protect our values
- We lead by example



- We look after one another
- We value our guests and treasure their experiences
- We respect our environment and our community
- We build a safe space for ourselves and our guests



- We make growth happen
- We anticipate and welcome change
- We get on with stuff and always go above and beyond
- We own our actions and we inspire others to succeed

GENERAL

- Any other duties which may be related to and consistent with the above job description as directed by the Manager or Manager's representative.
- Maintain a public image which is compatible with the highest standards at all times whilst on the premises.
- Ensure all aspects of the Skyline Mission Statement are upheld.
- Ensure total confidentiality is maintained at all times.

I accept the job description for the position of General Grounds Maintenance according to the terms and conditions stated above.

Name _____ Date _____

Signature _____