# MAINTENANCE TECH

**Reports to: Property Manager**
**Authority limits: prior approval always required**

## WHY YOU'RE HERE

**At BestStart, we stand up and stand out for our children, families and communities. We're leaders in the early childhood sector, we make a difference and we love what we do. We pride ourselves on being an inclusive team. We encourage our people to bring their unique selves to work. It doesn't matter who you are, if you're passionate about making a difference, you belong here.**

## WHAT YOU'LL DO

- *Keep our centres safer for our tamariki; be the go-to fix it guy for all things maintenance in your centres*
- *You'll be known in your centres for taking the right steps to prevent future maintenance issues arising!*
- *See it, fix it, report it mindset – work within our systems*
- *Nothing is too big or too small – you'll help out as and when needed, whether that be weeding, putting together equipment, fixing the broken gate, window, fence, sandpit or drain or even basic electrical instalment that is within your capability. You'd love the chance to help fit out our new centres if that's what we need*
- *You'll know where your expertise finishes and when we need someone different to help*
- *Trust & integrity sits at the heart of you – role model 'what we stand for'*
- *Bring your best everyday to delight and deliver on our centres needs*

## HEALTH & SAFETY

- *Actively promote and role model health & safety awareness*
- *Health & Safety will be top of your mind – anything that you are undertaking needs to be completed in a safe manner & within H&S regulations and standards – this is the serious stuff*
- *Complete health & safety training as required*
- *Identify, report and escalate risks, health, safety and environmental hazards within the workplace and take appropriate action – see something that doesn't seem right, report it*
- *Understand and meet, any legally binding health & safety regulations relevant to the workplace*

## THE SKILLS, KNOWLEDGE AND EXPERIENCE YOU'LL NEED

- *Hold the appropriate trade qualification, or equivalent in years of experience in building and/or construction*
- *You keep up-to-date with current building codes and regs and have a good knowledge of basic electrical & plumbing systems*
- *You can use tools in the way they are meant to be used*
- *A passion for all things maintenance, building, electrics – you love to solve problems and take pride in your work*
- *A drive to get things done and find new ways of doing things*
- *It goes without saying you like working with others, with a willingness to go above and beyond*
- *Confidence using technology, including email, digital systems, and basic reporting*
- *You take pride in your work, if you say it will be done, it will be done*
- *Stick to our purchasing & expenditure processes; we trust you will do the right thing when it comes to our accounts*