

Job Description

Schedule A

POSITION: **PLANT MAINTAINER/FABRICATOR**

Division: Plant
 Location: Milton
 Report to: Maintenance Coordinator / Plant Manager
 Direct & Indirect Reports: Nil
 Delegated Authorities: Makes decisions as delegated by the Plant Coordinator and in accordance with this Job Description

Purpose:

To be responsible for the day to day repairs/building of site buildings, office containers and portacombs plus a range of small mobile and construction equipment including compactors generators and light trailers.

Key Tasks	Key Results
Health & Safety requirements are addressed in all operations and project planning	<p>All work is carried out in a safe manner and in accordance with company H & S policies</p> <p>Throughout the workday H & S practice is observed and action taken if practices are unsafe</p> <p>Health and Safety responsibilities for this role are met as per Appendix 1 of this document.</p>
Ensure maintenance plans / schedules are followed	<p>Plans and schedules are regularly reviewed and updated</p> <p>Maintenance is carried out according to the schedule set out by the Maintenance Coordinator</p>
Assist in the minimising of downtime through thorough maintenance and preventative maintenance on plant and equipment	<p>Trouble free running of plant and equipment is achieved within specified timeframes</p> <p>Downtime is kept to a minimum</p>
Perform a high standard of work on a wide range of construction site buildings and small construction plant and equipment	Plant and equipment are maintained to a safe and presentable standard
Ensure a clean and safe work environment	<p>Workshop areas are safe</p> <p>Walkways are kept clear of obstacles</p>
Liaise with other staff on the pro's and con's of plant, day to day running, operation and its downfalls	Communication is effective and efficient

Key Tasks	Key Results
Identify issues and report these back to the Plant Maintenance Coordinator, offering solutions as applicable	<p>Issues are reported in a timely manner</p> <p>Reduction of mechanical and maintenance issues within the fleet</p> <p>A culture of continual improvement is supported</p>

Undertake any other duties as may be reasonably requested by Calder Stewart management from time to time

Functional Relationships:

Internal:	External:
Site Foreman	Parts Suppliers
All other Calder Stewart employees	Service Providers
	The general public

Person Specifications:

Essential	Desirable:
Trade qualified or highly experienced as Fitter or other Mechanical trade or, being competent in a diverse range of equipment	
Previous experience with fabrication a wide range of mechanical plant and equipment	Experience with small plant and construction fleet
Experience working for a team in a support role	
Good understanding of preventative maintenance and ability to plan and schedule	
Self confidence in dealing with internal and external clients	
Excellent eye for detail, accurate and efficient work habits	
Strong communication skills; written and verbal	
Sound ability to handle information and to follow instructions	
Proven ability to work within a team environment	

Calder Stewart's Vision:

New Zealand's property and build partner of choice.

Calder Stewart's Purpose:

Build a strong future – for our people, our customers and the communities that we live and work in.

Calder Stewart's Values – underpinning the purpose:**Find a Way**

We are open minded and continually work together to solve day-to-day challenges, identifying new opportunities for the future

Play Fair

We are committed to respecting and supporting each other, being upfront and honest in the way we work and communicate

Be Loyal

We are building on the legacy, keeping our word, creating trust and support for our teams and our customers

Own It

We take ownership of our work and the work of our team

Our values outline the key behaviours we expect from our people as they go about their work and in their interactions with colleagues and customers