

HAMILTON ISLAND POSITION DESCRIPTION

POSITION DETAILS

POSITION TITLE:	Refrigeration Mechanic	LOCATION:	Hamilton Island
DIVISION:	Maintenance	DIRECT REPORTS:	Nil
REPORTS TO:	Refrigeration Supervisor	INDIRECT REPORTS:	Nil
DATE PREPARED:	March 2012		

JOB PURPOSE

Responsible for all refrigeration and air conditioning installation, maintenance and repairs on the resort, including Staff Accommodation and Concessionaires, in a timely manner, ensuring a high standard of product quality and safety at all times.

JOB RESPONSIBILITIES (NOT LIMITED TO)

- Carries out general maintenance and repairs to all refrigeration and air conditioning units to include some installation of appliances within the resort, staff accommodation and for Concessionaires as required ensuring a quality standard of work at all times.
- Prioritises work to ensure all urgent repairs and those required for guest comfort is attended to immediately to achieve a high standard of safety and guest satisfaction.
- Ensures all labour hours, materials and information required for completion of requisitions are accurately recorded.
- Ensures all vehicles are maintained in a clean, safe roadworthy condition at all times.
- Assists any other Tradesperson as requested by the Leading Hand Refrigeration and Air conditioning.
- Emergency and volunteer work associated with the safety of staff and guests and cleanliness of the island as required.

EXPERIENCE & QUALIFICATIONS

- School Certificate (Essential)
- Certificate III in Engineering/Mechanical trade (Refrigeration & Air Conditioning) (Essential)
- Current QLD Restricted Electrical Licence (Essential)
- Senior First Aid Certificate (Desirable)
- QLD open / unrestricted drivers license (Essential)
- Minimum 3 year post apprenticeship experience (Essential)
- Previous experience in Tourism or Hospitality Industry (Desirable)

PERSON SPECIFICATION/SKILLS

- Excellent personal presentation
- Excellent communication and interpersonal skills
- Team worker
- Flexible with Rostering and willness to work in excess of 40hrs per week as required

KEY WORKING RELATIONSHIPS

- All Departments
- Trades Staff
- Suppliers
- Contractors
- HIE Executive Team and Stakeholders