

## HAMILTON ISLAND POSITION DESCRIPTION

### POSITION DETAILS

<b>POSITION TITLE:</b>	Electrician	<b>LOCATION:</b>	Hamilton Island
<b>DIVISION:</b>	Maintenance	<b>DIRECT REPORTS:</b>	Nil
<b>REPORTS TO:</b>	Electrician Supervisor	<b>INDIRECT REPORTS:</b>	Nil
<b>DATE PREPARED:</b>	March 2012		

### JOB PURPOSE

Responsible for all electrical 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)

- Test and Tag electrical appliances as required taking the appropriate action as required
- Carry out general maintenance and repairs to “white goods”, in house Audio Visual systems and various motors and pumps as required
- Responsible for the maintenance and some installation of light and power to the Resort, Staff Accommodation and some Concessionaires
- Responsible for the maintenance and some installation of Commercial Kitchen appliances
- Prioritize work to ensure all urgent repairs and those required for guest comfort are attended to immediately to achieve a high standard of safety and guest satisfaction
- Ensure all labour hours, material and information required for completion of requisitions is accurately recorded
- Ensure all vehicles are maintained in a clean, safe roadworthy condition at all times
- Assist ant trade person as requested by the Maintenance Electrical Supervisor

### EXPERIENCE & QUALIFICATIONS

- School Certificate (Essential)
- Queensland Electrical Work License - Electrical Fitter & Electrical Mechanic (Essential)
- Minimum 2 years full time Trade experience (Essential)

### PERSON SPECIFICATION/SKILLS

- Excellent personal presentation
- Excellent communication and interpersonal skills
- Prepared to work as part of a multi functional team
- Prepared to work in excess of a 40 hours per week
- Prepared to be rostered “on-call” and wear a pager as required

### KEY WORKING RELATIONSHIPS

- Maintenance Staff
- Hotel Division
- All Guests
- Concessionaires
- HIE Executive Team and Stakeholders