



## POSITION DESCRIPTION

<b>Position:</b>	Maintenance Trades Assistant				
<b>Department:</b>	Maintenance				
<b>Reports to:</b>	Maintenance Supervisor				
<b>Direct Reports:</b>	Nil				
<p style="text-align: center;"><b><i>Our Vision:</i></b></p> <p style="text-align: center;"><i>"To be an Australian family business growing high quality fresh produce, focusing on: flavour, innovation and sustainability"</i></p> <p><b><i>We value:</i></b></p> <p><b>Teamwork:</b> We consider everyone at Flavorite as our extended family and every member of our team is important. We share ideas and solve problems collaboratively.</p> <p><b>Leadership:</b> We lead ourselves and we lead others to deliver our vision.</p> <p><b>Passion:</b> We are passionate about Flavorite and we are dedicated to growing high quality, fresh produce.</p> <p><b>Reliability:</b> We can be relied upon to do what we say we will do and what we need to do.</p> <p><b>Ethics:</b> We have the highest ethical standards and value honesty, responsibility, accountability in all we do.</p>					
<b>Position Purpose:</b>					
The Maintenance Trades Assistant is responsible for undertaking tasks related to the maintenance of plant, equipment and buildings ensuring tasks are performed in a safe, productive and cost-effective manner.					
<b>Key Result Area:</b>	<b>Specific Tasks:</b>				
<b>Maintenance Operations</b>	<ul style="list-style-type: none"> <li>Assist with the maintenance of plant, equipment and buildings as specified on the work order</li> <li>Carry out scheduled preventative maintenance</li> <li>Operation of maintenance equipment</li> <li>Provide 24 hour support to staff and farm in alarm and emergency situations</li> </ul>				
<b>Health &amp; Safety</b>	<ul style="list-style-type: none"> <li>Report near misses and potential hazards</li> <li>Report all incidents involving injury to the Supervisor</li> <li>Be an advocate for OH and S compliance</li> </ul>				
<b>Person Specification:</b>					
<b>Mandatory Qualifications / Skills:</b>	<ul style="list-style-type: none"> <li>Current Drivers Licence</li> </ul>				
<b>Desirable Qualifications / Skills:</b>	<ul style="list-style-type: none"> <li>Basic Electrical Knowledge</li> <li>Mig and Arc Welding Knowledge</li> <li>Forklift Licence</li> </ul>				
<b>Personal Attributes:</b>	<ul style="list-style-type: none"> <li>Demonstrated mechanical aptitude</li> <li>Ability to work in a team environment</li> <li>Demonstrated commitment to safety</li> </ul>				
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Position Number: 043</td> <td style="width: 50%;">Revision Date: 04/04/2017</td> </tr> <tr> <td>Position Name: Maintenance Trades Assistant</td> <td>Reviewed by: T.Nicholas</td> </tr> </table>		Position Number: 043	Revision Date: 04/04/2017	Position Name: Maintenance Trades Assistant	Reviewed by: T.Nicholas
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	<ul style="list-style-type: none"> <li>• Sound judgment and problem solving skills</li> <li>• Quality orientation</li> <li>• Good communication skills</li> <li>• Self-motivated, able to work with minimal supervision</li> <li>• Ability to work under pressure</li> </ul>
<b>Physical Specification:</b>	
<b>Physical Demands of role:</b>	<ul style="list-style-type: none"> <li>• Frequent working in a Tropical environment – Temperature 23 to 30 degrees and Humidity 60 to 76%</li> <li>• Frequent working in a Refrigerated environment – 12 to 15 degrees</li> <li>• Constant standing and walking</li> <li>• Direct glare</li> <li>• Frequent sitting when operating forklift or maintenance vehicles</li> <li>• Frequent requirement to climb on and off forklift and in and out of maintenance vehicles</li> <li>• Working at heights up to 10m</li> <li>• Frequent and repetitive bending, squatting, kneeling, neck movement, reaching above shoulder, gripping action, climbing, pushing/pulling</li> <li>• Frequent lifting of various weights and volumes</li> <li>• Able to wear all appropriate Personal Protective Equipment</li> </ul>

The above statements are intended to describe the general nature and level of the work being performed by people assigned to this position. This is not an exhaustive list of all duties and responsibilities. Flavorite management reserves the right to amend and change responsibilities to meet business and organisational needs as necessary.

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