



**Title:** Handy Person

**Reports to** Maintenance Manager / Supervisor

## **Company**

At Onsen Hot Pools and Day Spa, we don't just offer a service we create an unforgettable experience. Nestled in Queenstown's breathtaking landscape, we create a world-class retreat of relaxation, indulgence, and connection.

We're passionate, and proud of what we do. Every team member plays a part in shaping the journey, elevating every detail, embracing what's next, and growing together.

## **The Role**

The role includes a wide range of facilities management – from interior and exterior maintenance, general maintenance and occasional pool repairs.

A key focus of the role will be ensuring the building is to a pristine standard, paint and plastering touch ups. The role will also encompass maintaining the gardens, and small maintenance repairs at Onsens staff accommodation. Along with weekly shifts driving the guests shuttle bus.

## **Duties and responsibilities**

All aspects of the business equipment and facilities maintenance, including:

- Perform routine periodic maintenance tasks per the provided schedule and develop follow-up work orders as needed
- Identify and perform unanticipated preventative maintenance tasks, e.g. noticing early signs of wear and tear, repairing before it becomes a safety hazard.
- Attend painting and plastering as required to upkeep a high standard of presentation.
- Attend to the garden and outside areas, including pathways and decking as required to ensure a high level of presentation.
- Support the team with minor installations, maintenance and general facility enhancements.
- Carry out maintenance on Staff housing as directed.
- Assist the maintenance team on daily start up requirements, pool maintenance, general maintenance and pool tests.
- Ensure all maintenance activities are performed within the requirements of Quality, Workplace Health, Safety, and Environment systems, policies & procedures
- Respond promptly to all calls for assistance and communicate all actions taken.
- Driving the shuttle bus in a safe manner and obeying all road rules, following procedures to make sure all passengers are safe.
- Perform other work-related activities as requested.

## **Required skills and experience**

- Experience in painting and plastering jobs
- Energetic, motivated and efficient at multi-tasking while working independently
- Practical mind
- P Endorsement is preferred but not essential
- Good attendance record and work ethic
- Positive attitude is a must
- Willingness to learn is essential
- Honest, punctual, reliable and physically fit.
- Be able to read / comprehend English
- commence work immediately
- Ability to lift 25kgs, work outside in various weather conditions, climb ladders, work from heights, and maintain positive attitude in a sometimes-strenuous work environment
- Comprehend and operate safely within Onsen Hot Pools Ltd. policies and procedures
- Must possess own vehicle, a New Zealand driver's license and be capable of driving a variety of vehicles including small passenger van.
- Ability to work weekends and holidays as needed
- Must have New Zealand residency or a valid New Zealand work visa and be eligible to