

## Job Description

**POSITION:** Groomer and Plant Operator - Mechanic  
**LOCATION:** Broken River Ski Area, Craigieburn Forest Park  
**REPORTING TO:** Mountain Manager

### CONTEXT

Broken River Ski Area is administered by the Broken River Ski Club. It offers an alternative to skiers, telemarkers and snowboarders who are looking to experience back to basics fun in the snow. Situated in the Craigieburn Forest Park, one and a half hours drive of Christchurch; it operates four rope tows, day lodge, four accommodation lodges, a tramway and a 7km access road.

The terrain at Broken River consists of a large open basin with easy access to the backcountry. Only the beginner and some intermediate areas are groomed, the remainder being off-piste. The club operates an extensive snow safety programme and is a participant in the NZ Avalanche Information Exchange and Advisory program.

A small number of other staff are employed in management, snow safety, guest services and accommodation, ski patrol, ski school and chef/lodging.

The season optimally runs from mid-June to early October. Given the small size of the operation, staff are required to contribute skills and work across several work areas.

Staff accommodation is available on the mountain. Board is charged accordingly in relation to room size and or sharing of the room.

For more information see [www.brokenriver.co.nz](http://www.brokenriver.co.nz)

### PURPOSE OF THE POSITION:

Maintain and operate the Club's plant and machinery to contribute to a safe and enjoyable visitor experience. Collaborate and assist other staff in the efficient operation of the Ski Area.

## WORKING RELATIONSHIPS

- a) Primary reports to, and is tasked by Mountain Manager
- b) Secondary reports to, liaison and direction from Club's Roads and Machinery specialist
- c) Close working relationships with other staff
- d) Liaison with guests, club members and the public

## TASKS

<b>Areas of Responsibility</b>	<b>Actions which demonstrate work at the required level</b>	<b>Performance Indicators</b>
<b>Grooming</b>	<ul style="list-style-type: none"> <li>● Groom to maintain smooth and even piste on beginner, intermediate, out front of day lodge and tow loading platforms.</li> <li>● Build park features for events.</li> <li>● Winch groom steeper slopes as winch point, snow conditions and experience allows</li> <li>● Maintaining Groomer</li> </ul>	<ul style="list-style-type: none"> <li>● Learner and intermediate skiers and boarders have suitable ski terrain available</li> <li>● Snow surface is smooth and consistent and functions well.</li> <li>● Loading platforms are shaped to make it as easy as possible for riders to get on the tows.</li> <li>● Slope and flora is undisturbed</li> <li>● Feedback from skiers and riders is positive</li> <li>● Machine is driven well within performance limits.</li> <li>● Routine fuelling and maintenance completed and recorded.</li> <li>● Running issues identified early, communicated and appropriate action taken to limit damage and correct.</li> </ul>
<b>Roads, car parks and tracks</b>	<ul style="list-style-type: none"> <li>● Clear and maintain Road, carparks and tracks</li> <li>● Clear snow and grit tracks</li> <li>● Manage visitor signage</li> </ul>	<ul style="list-style-type: none"> <li>● Visitors' feedback indicates access from road to field was as easy and safe as conditions allow.</li> <li>● Water controlled, road and carpark surfaces even; wind falls cleared</li> <li>● Visitors well informed of road conditions and when and where chains are to be fitted.</li> </ul>
<b>Mechanical repairs and maintenance</b>	<ul style="list-style-type: none"> <li>● Routine and pre-emptive maintenance and repairs of plant and machinery completed</li> </ul>	<ul style="list-style-type: none"> <li>● Breakdowns are few and interruption to business minimised</li> <li>● Plant and machinery condition maintained</li> </ul>
<b>Assisting other ski area operation</b>	<ul style="list-style-type: none"> <li>● Plumbing, electrical and building tasks to your level of ability</li> </ul>	<ul style="list-style-type: none"> <li>● Facilities operating well and customers satisfied</li> <li>● All relevant club processes and</li> </ul>

<b>Areas of Responsibility</b>	<b>Actions which demonstrate work at the required level</b>	<b>Performance Indicators</b>
	<ul style="list-style-type: none"> <li>● Assist staff canteen</li> <li>● Assist in emergencies</li> <li>● Stores and rubbish</li> <li>● Cleaning</li> <li>● Assist with other tasks towards the smooth running of the Ski Area</li> </ul>	procedures followed.

The above statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of the position and incumbent.

## **HEALTH AND SAFETY**

Broken River Ski Club is committed to work with it's employees to provide a safe and caring work place.

Under the NZ Health and Safety at Work Act 2015 the Club and you must take all practical steps to ensure your own safety while at work and that no action, or inaction, by you causes harm to any other person while at work.

All work practices to comply with this Act

## **EXTENT OF AUTHORITY**

Standard operating procedures, policies complied with; and delegations assigned to the position exercised.

## **PERSON SPECIFICATIONS**

### **1. Qualifications**

- Diesel mechanic certificate at NZQF Level 4, or equivalent
- Full drivers licence – classes 1 and 2 with endorsements T&W

### **2. Experience**

- Extensive working knowledge and a minimum of 3 years' experience in maintaining and repairing heavy machinery.
- Proven experience in a similar role with at least 3 season's experience in operating snow groomers is required. PB300 and winch experience an advantage.
- Experience and sound general knowledge in the maintenance and operation of building and facilities an advantage
- Experienced in driving in snow and ice

### 3. **Key Abilities and Skills**

- Proven commitment to the overall guest experience, and
- A 'can do' attitude. Ability to work hard with determination to achieve the task at hand
- Is able to plan, and organise work and meet timeframes
- Demonstrates an ability to understand self and others. Listens actively, engages and builds strong relationships
- Maintain a constructive and open approach and seeks solutions
- Displays a flexible and collaborative approach

### 3. **Special Conditions**

- Must be physically fit and able to work and safely move around alpine environment