



We're Skyliners
Inspired by every smile.

Position Description

Company	Skyline Rotorua	Date	24/09/2025
Title	Builder	Reports to	Building Maintenance Manager
Team	Maintenance	Location	Rotorua

Our Purpose

Skyline's purpose is to share real fun with the world. Gravity is our superpower. But not our only power...

The purpose of this role is to carry out day-to-day maintenance and building tasks across the Skyline Rotorua site, ensuring all facilities are safe, functional and well maintained. Working alongside the Building Maintenance Manager and Maintenance Labourer, this role will also undertake larger-scale building projects as required, contributing to the ongoing improvement and growth of the site's overall standards and operations.

Our Strategic Goals

DELIVER:

Target ROI from all
SEL Business units

INVEST:

In high potential
businesses in
outstanding
locations

OPERATE:

An efficient, agile
and sustainable
business

EMPOWER:

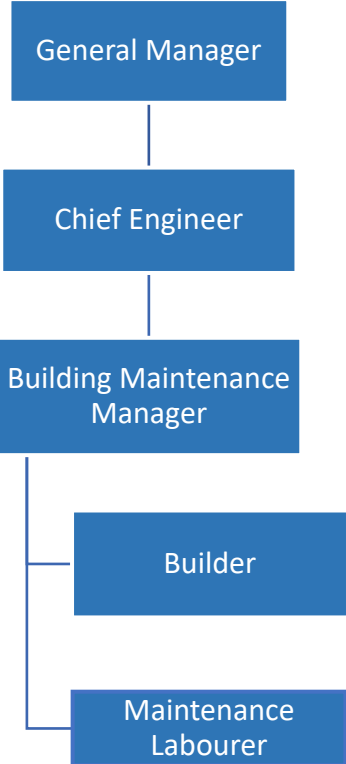
Empower our people
to deliver real fun

Our Values and Culture

Skyline Rotorua is a leader in the New Zealand travel and tourism sector. We are successful because of the commitment of our staff towards our company's purpose; to share real fun with the world. We have three values that sum up how we communicate, behave, and work together to achieve our goals. We're Skyliners. We're brave, we care, and we do everything we can to deliver real fun and make people smile.



skyline.co.nz

Scope of Role			
Responsible for		Peers	Maintenance Labourer
Organisation Context	 <pre> graph TD GM[General Manager] --> CE[Chief Engineer] CE --> BMM[Building Maintenance Manager] BMM --> B[Builder] BMM --> ML[Maintenance Labourer] </pre>		

Key Relationships			
Internal	- Maintenance Team - Operational Department Leaders	External	Suppliers, contractors and consulting engineers/trades people.

Key Accountabilities and Tasks	
Description	Weighting



Operational Responsibilities	This role is responsible for maintaining and improving the Skyline Rotorua complex. Key responsibilities include: • Complete day-to-day maintenance and building tasks efficiently and to a high standard. • Lead the completion of a broad array of tasks including building, concreting, plumbing and general maintenance. • Assist with larger scale building projects, ensuring work is completed on time, within scope, and to specifications. • Identify and report maintenance issues or potential improvements to the Building Maintenance Manager or Chief Engineer. • Maintain and organise tools, equipment, and materials to support operational efficiency.	60%
Working Effectively with Others	• Work collaboratively with the Building Maintenance Manager and Maintenance Labourer to ensure tasks and projects are completed efficiently. • Provide guidance and support to other maintenance staff when required. • Assist in coordinating workflows with operational staff to minimise disruption to guests during maintenance or projects.	15%
Quality & Guest Service	• Ensure all work maintains or improves the standard of facilities to provide a positive experience for guests. • Ensure maintenance and project work is carried out in a manner that minimises disruption to guest experience.	5%
Social, Environmental & Governance Sustainability	Ensure any actions, projects or proposals consider and proactively support the priorities of the Skyline Sustainability Framework:  People Caring for our people, our communities and our customers  Place A light footprint on the land, guardians of our places  Prosperity A value-driven responsible business • Ensure recycling and waste management practices are carried out where possible. • Maintain your work area to an environmentally acceptable standard. • Make suggestions for environmentally sustainable improvements.	5%
Health & Safety	Ensure a personal and organisational commitment to, and delivery against, health and safety (Safe Place, Safe People, Safe Practices) and sustainability objectives.	15%



	• Take responsibility for meeting Skyline's obligations in workplace health and safety by making sure own actions keep yourself and others safe • Conduct your work in a safe and reliable manner, adhering to Skyline's H&S procedures • Champion and advocate H&S where appropriate in your everyday interactions Undertake H&S administrative processes as required.	
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Knowledge, Experience & Qualifications

Essential	• Trade qualified builder (NZQA or equivalent) with relevant certification and license. • Proven experience in building maintenance and construction, concreting, plumbing and general repairs. • Strong knowledge of NZ building codes, standards and regulations. • Full NZ Drivers License	Desirable	• Current Wheels, Tracks & Rollers qualification. • Experience working in a commercial environment with high visitor traffic.
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Person Specification / Key Attributes

Essential	• Practical problem-solving skills • Ability to work independently, with minimal supervision. • Strong communication and teamwork skills. • Physically fit and able to perform manual tasks safely	Desirable	
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Change of Position Description

From time to time, it may be necessary to consider changes in the position description in response to the changing nature of our work environment. This position description may be reviewed and amended from time to time during your employment after consultation with you.

Employee Name:	
Employee Signature:	



Date:

