**Applicant Task Sheet - Structures Maintenance Officer**

**Task Sheet Instructions**

In addition to your CV, the panel will use the information below to assess your suitability for the Structures Maintenance Officer position in relation to the core competencies for the role. The core competencies for the role are listed in the job description form for your reference.

There are three tasks that you are required to provide information on as below. We encourage you to read the Job Description Form attached to the job advertisement so that the information you provide is in line with the role's requirements.

**Task 1**

Provide detail below of your experience and knowledge of carrying out Civil asset inspections and safe and cost-effective maintenance of Civil or Structural assets. You may provide up to 1 page of information.

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| **Civil or Structural Asset Inspections** | **Maintenance Activity You Performed** | **Safety Consideration or Safe Work Practice Activity Performed** |
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**Task 2**

Provide bullet points below on the types of records and the administrative activities you have completed as part of the above maintenance activities. You may include records and administration activities that don't relate to the above maintenance activities if relevant (eg Computer Data Systems, Reporting Tools).

**Task 3**

Detail your experience in **planning and scheduling** Civil or Structural works. This may or may not be related to the above maintenance activities you listed in the table. If they were planned and scheduled works to take place in restricted working windows, what did you consider?

Enter text in this box.