



SANTOS TOUR DOWN UNDER

13-21 JANUARY 2018
ADELAIDE
TOURDOWNUNDER.COM.AU

POSITION DESCRIPTION

TOUR VILLAGE OPERATIONS ASSISTANT

NATURE OF EMPLOYMENT

Volunteer

POSITION REPORTS TO

Tour Village Manager

TASKS

- Assist with on time departure of the race peloton & official vehicles
- Receive & store drink deliveries
- Restocking team fridges
- Assistance maintaining vehicle key register
- General cleaning of the village marquee including vacuuming & emptying bins
- Moving and positioning of equipment as directed
- Pick up or delivery of wheels, tyres or vehicles to service agents for repairs
- Clearing tables and straightening chairs in the outdoor area of the Tour Village
- Movement of pedestrian fencing in preparation for village opening and closing
- Follow up with TDU staff on requests from teams
- Any other jobs as required

*Some of the tasks require heavy lifting, if you feel a task is beyond your capability please advise your supervisor before attempting the task. This role requires being on your feet for the duration of the shift

SHIFT DATES & SHIFT TIMES

Day	Shift 1	Shift 2
Monday 1 – Friday 5 January	10am – 3pm	Not required
Saturday 6 – Friday 12 January	9am – 2:30pm	2pm – 6pm
Saturday 13 January	9am – 2:30pm	2pm – 7pm
Sunday 14 and Monday 15 January	9am – 3:30pm	3pm – 6:30pm
Tuesday 16 and Wednesday 17 January	7am – 1:30pm	1pm -7:30pm
Thursday 18 and Friday 19 January	7am – 2:30pm	2pm – 8:30pm
Saturday 20 January	7am – 1:30pm	1pm – 6:30pm
Sunday 21 January	9am – 2pm	1:30pm – 7pm
Monday 21 – Wednesday 24 January	7am – 12pm	12pm – 5pm
Thursday 25 and Friday 26 January	9am – 1pm	1pm – 5pm

Water will be available at all times.

A light meal will be provide for all shifts **over** 5 hours. Volunteers are welcome to bring a snack if they feel they will require something additional to eat.





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LOCATION

This position will be based at the Tour Village, located in Victoria Square. Volunteers are required to make own arrangements to and from each shift.

Please note there are no provisions within the tour village for private vehicles to be parked.

UNIFORM & RESOURCES

Official event t-shirt, neat, tidy black or denim pants or knee length shorts/skirt, event hat, closed toed comfortable footwear and provided sunscreen.

Position specific uniform and equipment such as safety vest, simplex radio and tools will be provided onsite as required.

