



JOHN BARNES & CO. PTY.
LTD.

LOCKSMITHS

Est. 1949 Roberts Family Business
ACN 006 324 303 ABN 88 998 589 961

733 Centre Rd.
East Bentleigh, Vic. 3165
Ph. (03) 9563 8022
Fax (03) 9570 6706

Job Description

Title	Serviceman
Classification	Locksmith
Branch	Service Dept
Location	East Bentleigh
Reports To	Manager
Subordinates	Nil

Role

To carry out onsite locksmithing services for our corporate and domestic clients

Duties

1. Lock and door hardware installation both commercial and domestic
2. Carry out of repairs and maintenance of customers mechanical locking products
3. Site surveying and analyzing of customer requirements
4. Offering customers various solutions to meet their security needs
5. Complete paperwork as required
6. Installation and servicing to masterkey systems
7. General workshop locksmithing duties when required

Selection Criteria

Essential

1. A broad product knowledge
2. Experience in general locksmithing
3. Experience in outdoor service
4. Experience in masterkey setup and maintenance
5. Communication skills including clear legible handwriting
6. Well presented and groomed
7. Team Player

Desirable

1. Experience and knowledge of the Abloy Disklock Pro keying system
2. Experience and knowledge of the Lockwood Twin keying system

Mandatory Qualifications

Hold a current Victorian Drivers License

A demonstrated suitable competence in Locksmithing