



---

# **SYDNEY TRAMWAY MUSEUM**

## **POSITION DESCRIPTION FOR MUSEUM GUIDE**

JANUARY 2007



# SYDNEY TRAMWAY MUSEUM

## Position Description

Position title	Business Unit
<b>Museum Guide</b>	<b>Traffic Department</b>

### **General**

Applies to those members who are rostered to be Museum.

### **Main Responsibilities of the position**

The main responsibilities and duties of this position are:

- The Safety of the Public shall be the first and most important duty of every traffic staff;
- To read the Tramway Traffic notice board prior to commencing each shift to ascertain any special or altered requirements related to that shift;
- To answer visitors questions about the exhibits and show the visitors around the Display Hall if requested;
- To have good communication skills;
- To check the tickets of visitors before they enter the Display Hall; and
- To announce the departure time and the next tram to leave on its trip.

### **Qualifications and Experience**

Members:

- Who have reached the age of 16 and has sufficient knowledge of the exhibits;
- Generally no health assessment requirements.

<b>APPROVED</b>	.....
NAME	DATE SIGNATURE