

POSITION DESCRIPTION

Position Title:	Civil Pipelaying Ganger	Reports to:	Construction Supervisor
Department:	Water & Wastewater	Directorate:	Infrastructure, Assets and Projects
Stream:	Steam B	Pay Level:	Level 5 – 6 (Division2 – Section 5) 12% superannuation & 17.5% leave loading
Award:	Queensland Local Government Industry Award – State 2017	Agreement:	The Southern Downs Regional Council Certified Agreement, as amended

1.1 THE DEPARTMENT

The Water and Wastewater Department works within the Infrastructure, Assets and Projects Directorate and delivers on the water and wastewater obligations of Council, whilst providing a high level of customer service to the community. Council's Water Team delivers the essential services of water and wastewater (sewerage) to the Southern Downs community. Water services start at the source including the treatment and pumping of water, maintaining the network and providing water metering services. Wastewater services start with the property connection and includes maintaining the sewer network, managing pump stations and delivering wastewater treatment services at facilities across the region.

1.2 VALUES

Southern Downs Regional Council recognises our people as our strength, and our five values guide how we work with each other, our actions, our decision making and how we serve our community. Our values bring us all together and contribute to our employees having a meaningful and rewarding career, with opportunities to grow and thrive.



Act with Integrity | **One Region, One Team** | **Lead by Example** | **Service Excellence** | **Our People, Our Strength**

1.3 THE OPPORTUNITY AND JOB ROLE

The key function of the role is to contribute to the effective and efficient operation of the Department by assisting Supervisors in the daily coordination of work teams and resources in the construction, maintenance and operation of water supply and sewerage infrastructure.

1.4 KEY RESPONSIBILITIES AND DELIVERABLES

The key responsibilities may be modified from time to time to ensure the expected outcomes support the Council's operational and corporate plans. All duties are to be conducted in an efficient, timely, professional and safe manner.

The key responsibilities and deliverables for this role include:

- Undertake maintenance and construction of sections of the water and wastewater reticulation network.
- Supervise the daily work of the water and wastewater construction/maintenance crew and establish and maintain an environment which encourages teamwork.
- Maintain daily diary and jobs record.
- Escalate issues affecting work projects or negatively impacting expected timeframes with immediate Supervisor in a timely manner.
- Utilise sound judgement and problem-solving skills to competently resolve unexpected issues experienced on the job.
- Interpret plans and specifications and provide advice on how to meet these within the crew.
- Plan and complete work within agreed time frames and budget.
- Ensure work site and employees are safe, and Work Health and Safety requirements are met, ensuring appropriate reporting of hazards/incidents and encouraging a safety-first culture within the team.
- Recognise when traffic control is required for safe completion of works and coordinate set up.
- Assist Supervisors in achieving quality requirements of projects.
- Communicate effectively with employees and members of the public, maintaining a professional and courteous manner at all times.
- Perform general labouring tasks and operate other plant for which the position holder is licensed and certified as required.
- Maintaining records consistent with Council requirements and the Privacy Principles.
- Other duties as directed by the supervisor.

1.5 SELECTION CRITERIA

ESSENTIAL CRITERIA

1. Experience in water and sewerage reticulated network construction.
2. Demonstrated experience as a team leader with the ability to coordinate staff to complete daily jobs.
3. Demonstrated ability to complete site specific paperwork, interpret construction plans and specifications and monitor job costs.
4. Ability to plan work and complete within agreed time frames and costs.
5. Basic computer literacy and the ability to utilise current workplace technology.
6. Commitment to excellent customer service.
7. Knowledge of workplace health and safety considerations relevant to the role and how to limit risks in the environment where this role operates.

DESIRABLE CRITERIA

1. Civil plumbing experience.
2. A sound understanding and general interest in Local Government operations.

1.6 TRAINING

- On the job training will be provided to ensure that the position holder maintains a satisfactory knowledge and skill base.

1.7 WORK HEALTH AND SAFETY RESPONSIBILITIES

- Comply with the Work Health and Safety Act, Regulations, Codes of Practice and Council's Work Health and Safety Policies and Procedures.
- Comply with instructions given by the relevant manager and/or supervisor in respect of the health and safety of themselves and the health and safety of other persons.

1.8 ORGANISATIONAL RESPONSIBILITIES

- Comply with all the requirements of Council policies and procedures as amended from time to time.
- Ensure complete and accurate records are captured, created and maintained.
- Deliver high-quality customer service within the organisation and to the public.
- Ensure the security and appropriate intended use of Council information at all times.

1.9 REQUIRED LICENCES AND QUALIFICATIONS

- A current "C" class (car) licence or greater is required in this role.
- A white construction card or the ability to obtain one is a mandatory requirement for this role.
- Enter and Work in Confined Spaces competency or the ability to complete within 12 months of commencement is a mandatory requirement for this role.
- A person in this position will need to hold a current certificate for *Working in Proximity to Traffic Awareness Parts 1 & 2*, or the ability to obtain.

1.10 OTHER POSITION REQUIREMENTS

VACCINATIONS – MANDATORY

- Immunisation record indicating Hepatitis A & B vaccinations or immunity; or the ability to be vaccinated in accordance with Council's Immunisation Procedure.

FLEXIBLE HOURS REQUIREMENT – MANDATORY

- Preparedness to work 24 hours on call on a rotational basis, weekends and flexible hours.

PROBATION PERIOD

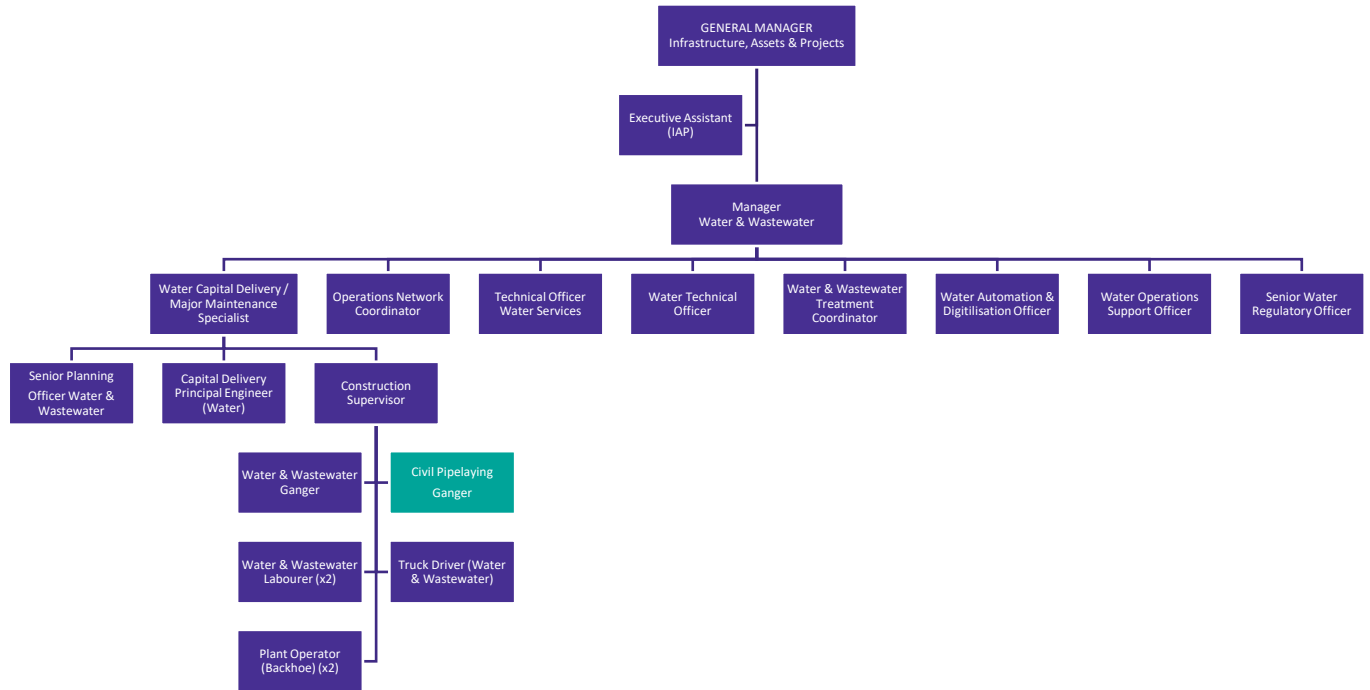
- This role is subject to a three (3) month Probation period to a maximum of six (6) months, during which time the employee will be assessed for suitability as part of ongoing development in the role.

PRE EMPLOYMENT CHECKS

- Prior to employment external candidates **will** be subject to the following checks in most instances:
 - National Criminal History Check (mandatory)
 - Pathology Drug and Alcohol screening (mandatory)
 - Reference Checks (mandatory)
 - Health Declaration (mandatory)
- Prior to employment external candidates **may** also be subject to the following checks:
 - Functional Capacity Assessment / Fitness for Work (to assess physical suitability for the role)
 - Formal qualifications check
 - Rights to Work in Australia – VEVO check
 - Licence disqualification / traffic history checks with Queensland Government
 - Blue card Working with Children Check
 - Any other check that is reasonably required by Southern Downs Regional Council

1.11 REPORTING STRUCTURE

ORGANISATIONAL RELATIONSHIP



Council values diversity and welcomes applications from people of all backgrounds and cultural heritage, that have working rights in Australia.