

POSITION TITLE:	JOURNEYMAN - PLUMBER
SECTION	WATER & WASTEWATER
DIRECTORATE:	UTILITIES

1. REMUNERATION

Grade 11 of the Griffith City Council Salary System

2. REPORTING STRUCTURE

- a) **Directly responsible to:**
Water and Wastewater Team Leaders
- b) **Positions directly reporting to this position:**
NIL

3. PURPOSE

The purpose of the Journeyman - Plumber is to work as an individual or in a team environment to construct, operate and maintain Council's water supply and wastewater systems to relevant standards and in a safe, economical and proficient manner using the equipment and materials supplied.

4. RELATIONSHIPS

The following are examples of relationships that it is anticipated the position will have:

Internal

- Director, Utilities
- Senior Engineer, Operations
- Water and Wastewater Coordinator
- Staff
- Other sections throughout the Council

External

- Ratepayers
- Business Representatives.
- Consultants/Contractors.



WE ARE
RESPECTFUL



WE ARE
PROACTIVE



WE ARE
SUSTAINABLE



WE ARE
COMMUNICATORS



WE ARE
A TEAM

5. CORPORATE ACCOUNTABILITIES AND RESPONSIBILITIES

Policies and Procedures	• Comply with Local Government (State) Award • Comply with Council's Code of Conduct, Policies and Procedures at all times • Maintain organisational confidentiality • Comply with the requirements of Anti-Discrimination legislation, including Equal Employment Opportunity and all legislative requirements relevant to the position
Customer and Community Relations	• Ensure an efficient, courteous and professional service to internal and external customers at all times • Present a positive image of Council at all times
Work, Health and Safety	• Ensure all work is performed in accordance with requirements of Work, Health and Safety policies, procedures and legislation • Report all incidents, hazards and risks to the immediate supervisor • Maintain and use personal protective and safety equipment as applicable to the role • Actively participate in Work, Health and Safety activities
Teamwork	• Actively participate as a member of the relevant Council section and department • Promote and maintain harmonious relationships in the workplace
Yes We Can	• Demonstrate a positive, solution-focused mindset by approaching challenges with confidence, identifying practical solutions and working collaboratively to achieve outcomes • Act in accordance with Council's values through respectful interactions, effective communication, team work and a proactive approach to achieving positive outcomes
Record Keeping	• Ensure accurate and timely record keeping in accordance with Council's requirements
Training and Development	• Actively participate in Council's training and development programs as required
Continuous Improvement and Innovation	• Promote the development of more efficient work practices
Environment	• Consider the protection of the environment when undertaking all Council activities
General	• Perform other duties as required consistent with the level of competencies of the position • Ensure efficient and appropriate use of Council resources when carrying out work • Accomplish tasks while working under limited / minimum supervision



WE ARE
RESPECTFUL



WE ARE
PROACTIVE



WE ARE
SUSTAINABLE



WE ARE
COMMUNICATORS



WE ARE
A TEAM

6. PRINCIPAL ACCOUNTABILITIES

- Install and maintain council owned Backflow Prevention Devices in accordance to AS 3500 and the Plumbing Code of Australia
- Install and maintain Council's water and sewer mains and services to meet AS 3500 and the Australian Drinking Water Guidelines
- Ensure all WHS and council requirement are met on job sites to ensure safety of staff, contractors and the public.
- Ensure all internal plumbing work conducted for council meets AS 3500 and Plumbing Code of Australia guidelines
- To certify that Council's plumbing and drainage works are carried out in accordance with the National Plumbing and Drainage Code AS 3500 and the relevant AS Gas Fitting Code AG 601

7. KEY DUTIES

Under the direction of the Water and Wastewater Team Leaders:

- To provide technical trades advise to the Water and Wastewater Coordinator and Team Leaders.
- To provide plumbing and drainage trade skills necessary to construct and maintain Council's water and wastewater assets.
- Supervise and co-ordinate team activities. Develop and promote operational and trade skills of team members.
- Locate utilities including communications, gas, electricity, water and wastewater
- Ensure that all works being supervised or performed meet WH & S regulations, relevant policies and standards.
- Provide assistance to the formulation of WH&S Policy & Procedures, Work Method Statements with respect to various plumbing tasks.
- To provide records of work output including times of work, assigning job cost numbers, work as executed plans and information, asset data and plant maintenance records.
- Operate small plant/equipment as required.
- To be responsible for the direction and control of vehicular traffic during road work activities including the erection of warning signs and devices as specified by the current or adopted code and standards. (Traffic Control Plans).
- After obtaining suitable qualification for traffic controller you are authorised to carry out duties of the traffic controller under the Roads Regulations, on all the roads within the Griffith City Council LGA
- Service thermostatic mixing valves according to AS 3500
- Available for on-call rostered overtime and/or call back emergencies outside normal working hours. This position will be involved in the on-call water and sewer roster

8. COMPULSORY REQUIREMENTS OF THE POSITION

- The successful candidate will be required to undertake a pre-employment functional assessment (including a drug and alcohol test) and achieve a satisfactory outcome.



WE ARE
RESPECTFUL



WE ARE
PROACTIVE



WE ARE
SUSTAINABLE



WE ARE
COMMUNICATORS



WE ARE
A TEAM

- It is an inherent requirement of this position that the successful candidate be immunised as one form of control in order to minimize workplace illness/disease. The following vaccinations are required Hepatitis A, Hepatitis B, Tetanus and will be arranged upon commencement.

9. KEY SELECTION CRITERIA

ESSENTIAL

- Hold a plumbing trade qualification.
- Hold a current Australian driver licence.
- Hold a White card/General Construction Induction Training card
- Demonstrated ability to read plans, understand technical specifications and perform minor setting out.
- Demonstrated accurate record keeping skills.
- Demonstrated knowledge of safe manual/mechanical handling procedures and skills

DESIRABLE

- Hold an "MR" Truck Licence
- Hold a confined spaces certificate.
- Hold a current RMS Traffic Controller accreditations
- Hold a current RMS Implement Traffic Control Plans accreditation
- Hold a thermostatic mixing valves certificate
- Hold a backflow prevention device certificate
- Hold a current Forklift licence
- Have had training in Polyethylene pipe welding

DESIRABLE LICENSES AND CERTIFICATIONS

If you do not hold these licenses or certifications then Council may assist you in gaining them during your employment term.

NOTE: It is the responsibility of the job holder to ensure they are eligible to hold a particular License or Certificate.

License / skill Type	Hold Yes/No	Current Yes/No	Eligibility to hold Yes/No	Details (License or Certificate no)
First Aid Certificate				



10. CRITICAL PHYSICAL FACTORS

Described below are the critical physical factors (CPF) associated with this role. The CPF are an indication of the types of duties expected of an employee fulfilling this role. Employees and candidates should be aware that they may be required to perform tasks up to and including these CPF as an inherent requirement of their employment.

KEY

- O Occasional: exposure to the physical factor less than twice a week on average
 F Frequent: exposure to the physical factor 3 - 4 times a week on average
 C Constant: exposure to the physical factor more than 5 times a week on average
 R Repetitive: exposure to the physical factor multiple times in an hour
 N/A Not Applicable
 ≡ Winter
 * Summer

Demands	Description	Frequency				
		O	F	C	R	NA
Physical Demands of Job Tasks						
Kneeling/Squatting	Tasks involve flexion/bending at the knees and ankle, possibly at the waist in order to work at low levels			X		
Leg/Foot Movement	Tasks involve use of the leg and or foot to operate machinery		X			
Hand/Arm Movement	Tasks involve use of hands/arms - e.g. stacking, reaching, typing, mopping, sweeping, sorting, and inspecting.			X		
Bending/Twisting	Tasks involve forward or backward bending or twisting at the waist.			X		
Standing	Tasks involve standing in an upright position without moving about				X	
Driving	Tasks involve operating any motor-powered vehicle				X	
	Tasks involve driving vehicle on unsealed roads.				X	
Sitting	Tasks involve remaining in a seated position during task performance	X				
Reaching	Tasks involve reaching overhead with arms raised above shoulder height or forward reaching with arms extended.				X	
Walking/Running	Tasks involve walking or running on even surfaces				X	
	Tasks involve walking on uneven surfaces				X	
	Tasks involve walking up and / or down slopes			X		
	Tasks involve walking whilst pushing/pulling objects	X				



WE ARE
RESPECTFUL



WE ARE
PROACTIVE



WE ARE
SUSTAINABLE



WE ARE
COMMUNICATORS



WE ARE
A TEAM

Demands	Description	Frequency				
		O	F	C	R	NA
Climbing	Tasks involve climbing up or down stairs, ladders, scaffolding, platforms, trees, onto plant		X			
	Tasks involve climbing over or under machinery		X			
Working at heights	Tasks involve making use of ladders, foot stools, scaffolding, etc. anything where the person stands on an object other than the ground.	X				
Lifting/Carrying	Tasks involve raising/lowering or moving objects from one level/position to another, usually holding an object within the hands/arms			X		
	Tasks involve raising/lowering or moving objects from one level/position to another, usually holding an object within the hands/arms for an extended period - e.g. whipper snipper.			X		
	1. Light lifting/carrying (0-9 Kg)			X		
	2. Moderate lifting/carrying (10-15 Kg)			X		
	3. Heavy lifting/carrying (16 Kg and above)			X		
Restraining	Tasks involve restraining animals / objects					X
Pushing/Pulling	Tasks involve pushing/pulling hand powered objects away from or towards the body. Also includes striking or jerking. - e.g. hammer, hoe.		X			
	Tasks involve pushing/pulling powered objects away from or towards the body. Also includes striking or jerking. - e.g. chainsaw, whipper snipper, jackhammer, drills, grinders.			X		
Grasping	Tasks involve gripping, holding, clasping with fingers or hands.			X		
Manual Dexterity	Tasks involve fine finger movements - i.e. keyboard operation, writing, tightening a nut.			X		
Sensory Demands of Job Tasks						
Sight	Tasks involve use of eyes (sight) as an integral part of task performance - i.e. looking at screen/keyboard in computer operation, working in dark environment, etc.				X	
Hearing	Tasks involve working in a noisy area - e.g. boiler room, kitchen, workshop and/or operation of noisy machinery/equipment			X		
Smell	Tasks involve the use of the smell senses as an integral part of the task performance - e.g. working with chemicals					X
Exposure to Chemical Hazards						



WE ARE
RESPECTFUL



WE ARE
PROACTIVE



WE ARE
SUSTAINABLE



WE ARE
COMMUNICATORS



WE ARE
A TEAM

Demands	Description	Frequency				
		O	F	C	R	NA
Dust	Tasks involve working with dust - e.g. sawdust			X		
Gases	Tasks involve working with gases		X			
Fumes	Tasks involve working with fumes - i.e., which may cause problems to health if inhaled.					X X
Liquids	Tasks involve working with liquids which may cause skin irritations if contact is made with skin - e.g. dermatitis		X			
Working Environment						
Temperature	Tasks involve working in temperature extremes and exposure to outdoor elements - e.g. working in a cool room, working outdoors, boiler room			X		
Confined Spaces	Tasks involve working in confined spaces which may affect individuals with claustrophobia		X			

11. AUTHORITY TO ACT

Delegations set out in the Council's delegation register or made by the General Manager.

12. AMENDMENT TO THIS POSITION DESCRIPTION

This position description may be amended from time-to-time and any changes will be communicated in writing.

Position Description Updated: Sept 2024

Job Evaluation Assessment Date: Nov 2013

ACKNOWLEDGEMENT

This Position Description is a broad description of the accountabilities, duties and required capabilities relating to this Position. The role and position are dynamic and may evolve and change over time in line with changing strategic and operation requirements.

I have signed below in acknowledgement of reading, understanding and accepting the contents of this document. I accept that, with consultation, my duties may be modified by Council from time to time as necessary.

Employee Name:	
Signature:	
Date:	



WE ARE
RESPECTFUL



WE ARE
PROACTIVE



WE ARE
SUSTAINABLE



WE ARE
COMMUNICATORS



WE ARE
A TEAM