

POSITION DESCRIPTION

Position Title:	Maintenance Plumber	Reports to:	Maintenance Plumber
Department:	Water and Wastewater	Directorate:	Infrastructure, Assets and Projects
Stream:	Stream B field	Pay Level:	Level 6 (Division 2 - 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

Effectively and efficiently carry out water and wastewater reticulation maintenance and construction activities, whilst at all times maintaining a courteous and professional manner when dealing with customers.

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:

- Maintaining records consistent with Council requirements and the Privacy Principles;
- Undertake maintenance and construction of sections of the water and wastewater reticulation network.
- Provide leadership and use expert knowledge to ensure delivery of projects professionally and within budget and agreed timeframes.
- Undertake the installation of flow and pressure recording devices
- Support the establishment of teamwork within a crew.
- Collect data relating to work that is undertaken and complete reports relating to current projects.
- Interpret plans and specifications and provide advice on how to meet these within the crew.
- Ensure that the work site satisfies work health and safety requirements.
- Maintain a courteous manner when dealing with customers

Other duties as directed by the supervisor.

1.5 SELECTION CRITERIA

ESSENTIAL CRITERIA

1. Knowledge and previous experience in construction, installation and basic maintenance of waste and water infrastructure including pipe, fittings and pumps.
2. Well-developed understanding of relevant plumbing and drainage codes in relation to installations and the ability to relay this information to the crew.
3. Ability to complete site specific paperwork and monitor job costs.
4. Ability to plan work and complete within agreed time frames and costs.
5. Sound computer literacy and the ability to utilise current workplace technology.
6. Proven ability to work effectively in a small team and with limited supervision.
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. A sound understanding and general interest in Local Government operations. Apply good and acceptable morals in decision making.

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 person in this position will need to hold a current Plumbing and Drainage Licence (Queensland).
- A Class C (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 3 months of commencement.
- 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 DESIRABLE LICENCES AND QUALIFICATIONS

- Current Open “HR” (Heavy Rigid) class licence.
- Backflow Accreditation.

1.11 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.

VACCINATIONS – DESIRABLE

- Immunisation record indicating Q Fever vaccinations or immunity; or the ability to be vaccinated in accordance with Council’s Immunisation Procedure.

PROBATION PERIOD

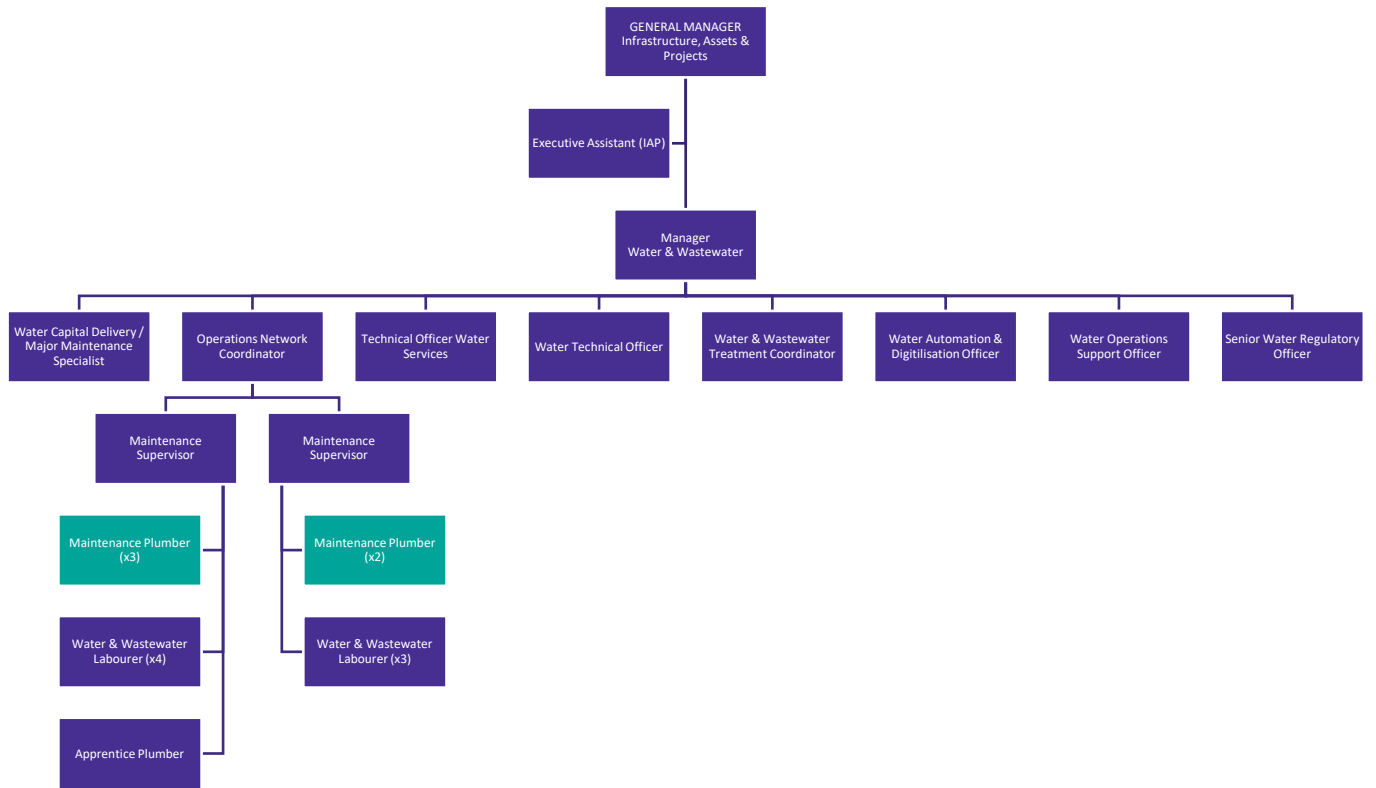
- This role is subject to a three (3) month Probation period to a maximum of six (6) months, during which time the employee will be assessed for suitability as part of ongoing development in the role.

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

1.12 REPORTING STRUCTURE

ORGANISATIONAL RELATIONSHIP



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