

POSITION TITLE:	Plumber
POSITION NUMBER:	10192
AWARD:	Queensland Local Government Industry (Stream C) Award – State 2017
AWARD CLASSIFICATION:	BT3
REPORTS TO:	Supervisor Water and Sewer Networks
DEPARTMENT:	Infrastructure & Utilities

ABOUT US

Our vision

A progressive region creating opportunities for all.

Our mission

We are a council committed to continuous improvement, a sustainable future and efficient investment in our communities.

Our values

- Respect and integrity.
- Accountability and transparency.
- Providing value.
- Commitment and teamwork.

OBJECTIVE OF THIS ROLE

The Plumber will direct and work with the crew they are leading to undertake planned or responsive activities/repairs to the water, wastewater and recycled water networks and within the treatment plants as required. This includes day to day job planning, job safety and risk assessments, traffic management, identifying and reporting failures, causes and remedies, receiving and closing out customer requests using council's technology and reporting changes on repair work undertaken to ensure asset record accuracy where required. This role will also undertake job specific triage responsibilities.

KEY RESPONSIBILITIES IN THIS ROLE

- 1. Leadership.** Safely lead a small team for operation and maintenance of Council's water, wastewater and recycled water networks.
- 2. Continuity of Supply.** Effectively and efficiently undertake work to minimise disruption of council's service delivery to the community.
- 3. Customer Service.** Undertake day to day job planning and works to meet customer levels of service and liaise with customers to keep them informed of progress and expected completion

times in a polite and professional manner. Effectively liaise and communicate with internal and external stakeholders accordingly to council's customer service standards.

4. **Planned Maintenance.** Undertake planned maintenance activities on water, sewer and recycled water networks. Carry out manual works as required.
5. **Responsive Maintenance.** Undertake responsive maintenance activities on water, sewer and recycled water networks and within the treatment plants if required to ensure customer service levels are met. Carry out manual works as required.
6. **Triage Duties.** Work as part of a team, to review jobs and advise supervisors on complexity of operational works to be undertaken and/or complete as required.
7. **Safety and Training.** Work according to safe work procedures and undertake necessary training to ensure regulatory compliance is met with a goal of zero harm. Assist with the training of new operators where required.
8. **On-call / After-hours.** Be available for emergency response duties. Participate in an on-call roster system as a crew member to undertake after-hours or weekend operational tasks.
9. **Procedures.** Ability to follow standard operating procedures and directions and mentor other operators in these procedures. Be actively involved in the review of these procedures.
10. **Financial.** Procurement of day-to-day goods and service requirements to undertake network activities in accordance with council's procurement policies and procedures.
11. **Teamwork.** To participate and contribute to a team-based approach that results in a positive and outcome focused team environment.

Additionally, this position may be required to conduct other duties as lawfully directed by the reporting supervisor/manager.

ABILITIES, SKILLS AND KNOWLEDGE REQUIRED

Mandatory:

- Significant field experience in a similar or related role.
- Demonstrated experience leading and working in a successful team environment.
- Sound knowledge of water and wastewater network management and planned and responsive maintenance activities.
- Willingness and ability to undertake further training in water and wastewater network management and planned and responsive maintenance activities.
- Ability to contribute to problem solving and be proactive in providing solutions.
- Sound verbal and written communications with the ability to operator council's technology.

Desirable:

- Competent use of Microsoft Office programs.

QUALIFICATIONS, EDUCATION AND LICENCES REQUIRED

Mandatory pre-employment:

- QBCC Occupational Plumbers and Drainers licence.
- Minimum of Queensland C class drivers' licence.
- General Construction Induction Card.

Mandatory (or ability to obtain and maintain during employment):

- Remove non-friable asbestos, enter and work in confined spaces, operate breathing apparatus and work safely at heights.
- Traffic management implementation.

Desirable:

- Plumber endorsement – backflow prevention (CPCPWT4022 — Commission and maintain backflow prevention devices or equivalent).
- Queensland MR (or above) class drivers' licence.
- Backhoe, excavator and/or skid steer statement of attainment and/or ticket.
- Forklift HRWL.
- Load and unload plant statement of attainment.
- Certificate III in Water Operations Network

WORK ENVIRONMENT, PHYSICAL AND PSYCHOSOCIAL DEMANDS

This position requires the employee to work outdoors carrying out physical tasks which may include constant forward reaching, constant hand function, constant standing/walking, frequent squatting/kneeling postures, occasional seated postures, occasional forward bent postures, occasional static neck postures, lifting up to 15kg, carrying up to 15kg.

Additionally, this position will be required to perform work where environmental factors may include heat/cold, wind, rain, sun, noise, wildlife, and effluent.

This position will be included in an on-call roster system to undertake after-hours responsive or planned maintenance activities where fatigue levels will need to be self-monitored and managed.

IMMUNISATION REQUIREMENTS

Council's Health Risk Assessment had identified this position as having exposure to biological hazards as they may encounter raw water, sewage aerosols and biosolids. Council offers an immunisation clinic to all workers who are in roles that have exposures to biologicals to provide protection against vaccine preventable diseases such as Tetanus, Hepatitis A and Hepatitis B.

CORPORATE REQUIREMENTS YOU MUST MEET

1. Commitment to council's vision, mission and values.
2. Compliance with council's code of conduct.
3. Adherence to all relevant council policies and procedures, certified agreement, your contract of employment and relevant legislation, including the *Local Government Act, 2009* and *Work Health and Safety, Act 2011*.
4. Commitment and adherence to council's customer service charter.
5. Compliance with all relevant and necessary pre-employment checks required for this role.
6. Commitment to council's corporate plan.
7. Commitment to equal employment opportunity, diversity and merit principles.
8. Commitment to ensuring a workplace free from bullying, harassment and discrimination.
9. Efficient and effective utilisation of resources as allocated under the level of responsibility for the position.
10. Commitment to change management processes.

ELIGIBILITY AND PRE-EMPLOYMENT CHECKS

To be appointed to a permanent position, you must be an Australian citizen, or have permanent residency status, or a visa permitting you to work in Australia permanently. If you have a visa permitting you to work temporarily in Australia, you may be appointed to a position on a temporary basis, providing the work complies with the conditions of your visa.

The pre-employment checks relevant to this position include:

- Right to work in Australia.
- Medical and functional assessment including drug and alcohol testing.
- Qualification check.
- Reference checks.

CORE COMPETENCIES WE NEED FROM YOU

Competency	Definition	Level
Delivering Results	Having the ability to set objectives for yourself and others, taking a forward looking perspective, and delivering successful outcomes within agreed parameters.	2
Communication	Identifying and using appropriate communication styles and methods, taking into consideration the audience and the desired outcome. Building and maintaining effective working relationships with key stakeholders, both internal and external.	2
Initiative and innovation	Anticipating situations and problems, finding appropriate solutions, grasping opportunities for improvements and taking ownership for continuous improvement that goes above and beyond the call of duty.	2
Flexibility	Being able to adapt your thinking and behaviour to suit different situations and changing circumstances. Taking other people's views on board, accepting new and different ways of working and encouraging others to embrace change.	2
Teamwork	Having the ability to work as part of a team, actively encouraging team working and recognising the role you play as part of the council team.	2
Commitment to Council	Being willing and able to align your own behaviours with the objectives, goals and values of council; acting as a role model and promoting the values to others.	2
Customer service	Aligning your behaviour with the customer service charter to ensure both internal and external customer needs are met; taking a positive attitude, showing commitment and having a can do approach.	2
Workplace Health & Safety	Taking reasonable care for the health and safety of yourself and others, complying with reasonable instruction and co-operating with council policy and procedure.	2

A copy of the Competency Handbook is available on the Central Highlands Regional Council website under 'Careers with Council'.

GENERAL OBLIGATIONS

1. This is a description of the job as it is presently constituted. Council will regularly review position descriptions and appropriately update them to ensure that they relate to the job being performed, or to incorporate whatever changes are being proposed. Where appropriate, employees will be consulted on the changes and employees are expected to participate in consultation.
2. Whilst employment is in the position described in this document it is understood that employment is with Central Highlands Regional Council. In the event of organisational change or restructure, council may require employees to undertake other roles for which they are qualified and capable of performing.
3. Employees may be required to undertake a variety of duties not related to their substantive role in the times of disaster or significant exceptional operational circumstances.
4. All employees are responsible for making and keeping records in accordance with legislation, information standards and other relevant guidelines and procedures.
5. Failure to maintain any competency, licence or qualification, which are a condition of your employment, may result in demotion or termination as council is unable to guarantee your transfer to a position not requiring said competency/licence/qualification.

Please sign below if you have read, understood and accepted the responsibilities of this position as outlined in this position description.

Name

Signature

Date
