

Eurobodalla Shire Council information package

Position vacant: 2x Metal Tradesperson (Fitter)

Ref no: ESC949

Closing date: Monday 15 April 2024 at 11:00pm

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Eurobodalla Shire Council
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Phone: 02 4474 7378
Email: positions@esc.nsw.gov.au

Thank you for enquiring about this position.
If you would like more information after reading this package,
please contact Mark Strahlendorf on 0418 229 251.

Important information

Use our online application system to apply for this position. This can be accessed through the Vacant positions page of Council's website at www.esc.nsw.gov.au/jobs-at-council.

Applicants found suitable through this recruitment process may be contacted for fixed term contract opportunities of less than 12 months where the position is similar in nature – meaning the position requires the same nature of duties, abilities, qualifications, experience and standard of work performance.

Claims against the selection criteria

This is the most important part of the application:

- Only applicants who address the selection criteria will be considered for the position.
- The job description outlines the duties of the role and describes the selection criteria that your application will be checked against. It is recommended that you include examples to demonstrate your knowledge and experience.
- Selection for interview is based on the responses you make to these criteria.
- The selection criteria are mandatory fields in the online application system and you will be required to provide a response to these criteria as part of the application process.

Prepare your resume (or CV)

- Prepare or update your resume (or CV) including your personal details, education and training, any relevant licences or certificates, employment history and contact details for at least two referees.
- Save your resume as a Microsoft word document or a PDF document, so it is ready for you to attach to your online application.
- Your resume should include a description of your skills, knowledge, personal qualities, experience and how they relate to the position.

Upload your resume, complete all sections of the online process and press submit to lodge your application.

Confidential referee checking will be carried out to verify the information provided in your application and at the interview. We will not contact any of your nominated referees without seeking your permission first.

For further information on how to make a great application please contact Council's recruitment team on 02 4474 7378.

2x Metal Tradesperson (Fitter)

Position Code:	207 & 427
Division:	Works
Location:	Moruya Depot
Band/Grade:	Administrative / Technical / Trades Band 2 Level 2

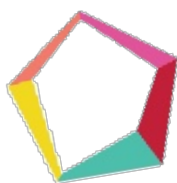
Council values

At Eurobodalla Shire Council we embrace diversity and inclusion and value the contribution and experience of all our people. We are proud to work on Yuin Country.

Our Council Values represent “the way we do things around here.” We value collaboration, respect, teamwork, professionalism, openness and trust. Our values guide our decision-making and behaviour and underpin the interactions and professional relationships we have with others in our day-to-day work.

Values also contribute to our organisation's strategic direction and reinforce our commitment to creating a safe and mentally and physically healthy workplace. We strive to build a workforce culture that embraces work-life balance, wellbeing, and flexibility.

We encourage applications from people of all backgrounds and abilities.



We are collaborative

We ask for and share ideas, insights and knowledge.
We find strength and reward in working together.

We are respectful

We show respect and compassion to each other and our community. When there are issues, we go to the sources.

We show team spirit

We nurture and value our relationships, bringing out the best in each other

We are professional

We act with integrity, take pride in our work and always think first of our community. We aim for excellence in all that we do.

We are open and trusting

We are upfront and sincere and trust our colleagues to respect our honest and vulnerability. We look for the best in people and expect that in return.

Primary purpose of the position

Utilise a range of skills to machine, fabricate, and repair components/equipment and perform other metal trade tasks as required. To actively engage in and progress innovation and system improvements.

Main duties and key result areas (KRA):

1. Perform a range of tasks across various areas in the Shire utilising skills held in fitting/machining, fabrication and welding, sheet-metal construction, and spray painting.
KRA: Appropriate skills utilised to complete a range of tasks in a competent, safe, and timely manner.
2. Plan and organise work to meet quality and environmental standards.
KRA: Planning and organisation of work meets quality and environmental standards.
3. Maintain/repair water and sewerage pumps and associated equipment.
KRA: Water and sewerage pumps and associated equipment maintained and repaired to required standards and deadlines.
4. Manufacture/repair mechanical components and equipment to required standards and deadlines.
KRA: Mechanical components and equipment repaired/manufactured/welded as per relevant schedule to required standards and deadlines.
5. Maintain records of work performed on required systems and utilise online monitoring systems to ensure compliance, and safe and efficient performance of Council's assets.
KRA: Records of work performed provided in an accurate and timely manner, including keeping documentation of component repair history. Records are available for reporting and are completed in accordance with Council's policies and procedures.
6. Drive and operate Council vehicles, plant and equipment.
KRA: Licences/tickets required to operate vehicles, plant and equipment are maintained current and valid. All equipment operated in a safe manner, within capabilities, and in compliance to all relevant laws, legislation, and policies.
7. Follow EEO and diversity principles and practices.
KRA: Work practices are compliant with EEO and diversity policies and procedures.
8. Maintain own health and safety and that of other people at the workplace or those who may be affected by the work being carried out.
KRA: Council's WHS Policy and procedures complied with.

Qualifications/experience (selection criteria)

Essential criteria:

1. Demonstrated knowledge and experience in fitting, machining, and assembly process.
2. Demonstrated working knowledge of water and/or sewer pumps and associated ancillary equipment.
3. Experience with welding, fabrication, and sheet-metal.
4. Experience working on fixed and mobile plant, light vehicles, heavy vehicles, and earthmoving equipment.
5. Ability and willingness to work productively on own and harmoniously in a small team.
6. Fitness and ability to work at heights and in underground/confined spaces.
7. Experience in the use of vehicle mounted cranes and overhead travelling gantries.
8. Ability to utilise technology and software programs.
9. Ability and willingness to work flexibly in accordance with Award conditions.
10. Willingness and ability to follow EEO and diversity principles and practices and knowledge of, or the ability to quickly gain knowledge of, Council's WHS Policy and procedures.

Desirable:

1. Accreditation/experience with fitting/machining, hydraulics and pneumatics, water treatment systems, motor vehicle body building, plastic welding, and/or spray painting.
2. Knowledge of computer maintenance systems.
3. Ability to manage small projects.

Licence and qualification requirements

Mandatory licences and qualifications required prior to commencement

1. Trade Certificate in fitting/machining/assembly process or equivalent.
2. Class MR licence (or current Class C or LR driver's licence and willingness and ability to obtain MR within 3 months of commencement).
3. SafeWork General Construction Induction Card (white card) (or willingness and ability to obtain prior to commencement).

Mandatory licences and qualifications required to obtain with Council assistance (if not currently held)

- Current Confined Spaces Accreditation.
- SafeWork Forklift Licence.
- Secure Load and Vehicle Loading Crane Assessment (ESC Context).
- First Aid Certificate.
- Working Safety near Live Electrical Apparatus.
- Work Safely at Heights.
- Worker on Foot.

The requirements outlined in Council's Policies and Codes of Practice apply to all employees of Eurobodalla Council.

Supervisor:

Supervisor – Fitting, Machining & Fabrication

Date:

March 2024

Conditions of employment

Position title:	2x Metal Tradesperson (Fitter)
Reference number:	ESC949
Grading:	Grade 12 of Council's salary system
Salary range:	<p>In the range of \$3,166.93 to \$3,453.04 gross per fortnight comprising:</p> <ul style="list-style-type: none">• \$2,816.53 to \$3,074.29 base salary• \$36.56 Adverse Working Conditions allowance• \$313.84 to \$342.19 superannuation (calculated at 11%)
Award:	Local Government (State) Award 2023
Probation:	A probationary period of three months applies to new staff members. Ongoing employment is subject to successful completion of the probationary period.
Pre-employment medical:	An offer of employment for this position is subject to medical clearance to verify that you are safely able to undertake the duties of the position. Pre-employment medical examinations are at Council's expense.
Vaccinations:	As part of Council's duty of care, it is essential the successful applicant for this position be vaccinated against hepatitis and other diseases. Where not currently immunised they must be willing to complete a course of vaccinations provided by Council.
Hours of work:	<p>Full time, 76 hours per fortnight with hours currently arranged:</p> <p>Monday to Thursday 6.55am to 4.05pm Fri – Week 1 6.55am to 2.05pm Fri – Week 2 RDO</p> <p>with variations from time to time to meet work requirements.</p> <p>Eurobodalla Shire Council has a Council Agreement which provides for flexibility in working hours by individual agreement between employees and managers.</p>
Location:	Based from the Moruya Depot and required to work at various locations across the Shire.

Leave entitlements: 4 weeks annual leave per full year of service. Annual leave accrues progressively over a 12 month service period and accumulates from year to year.

3 weeks sick leave on commencement. Additional 3 weeks accumulated on each anniversary of appointment.

Organisation chart

