

# Position Description

## CORPORATE INFORMATION

<b>Position Title</b>	Specialist Fitter Water and Sewerage		
<b>Directorate</b>	Infrastructure Services	<b>Branch/Section/Unit</b>	Water/Wastewater – Treatment
<b>Position Number</b>	1120	<b>Level</b>	C8
<b>Award</b>	Engineering Award – State 2002		
<b>Line Manager</b>	Supervisor Treatment		
<b>Direct Reports</b>	Nil		

## SCOPE OF POSITION

### Position Summary

To undertake general fitting duties associated with the operation, maintenance, repair and construction of infrastructure and equipment in the water and sewerage systems, including fabrication work for water and sewerage, infrastructure upgrades, replacements and renewal, delivery of preventative and reactive maintenance services for water and sewerage infrastructure, plant and equipment, installation of plant and equipment.

### Key Responsibilities of the Role

- Carry out effective and efficient preventative maintenance, including scheduled maintenance and condition monitoring to maximize plant equipment and infrastructure reliability and operational performance and to provide a high level of plant maintenance services to meet work priorities, customer and business requirements on behalf of Council.
- Maintain sewage and water infrastructure and equipment in accordance with maintenance schedule.
- Practice effective troubleshooting methods to repair plant breakdown, minimizing downtime.
- Undertake or organize quality fabrication, mechanical overhaul of equipment and repair work to maintain the reliability of system operations.
- Undertake general fitting duties associated with the operation, maintenance and repair of infrastructure and equipment in Council's water and sewerage systems.
- Prepare and provide plant maintenance documentation and reports as required by the Council's documentation system.

- Maintain critical spares inventory and ensure supplies of spare parts are maintained on site to ensure continuity of service.
- Contribute to an effective team structure to ensure the highest quality of service is maintained to Council's customers through compliance with industry guidelines, workplace procedures, Council's Customer Service Standards and statutory requirements.

## **Mandatory Licence/Competency (Ticket) Requirements**

- Queensland 'LR' Class driver's licence or above that is current and maintained.
- Mechanical Fitter trade qualification or equivalent.
- Queensland General Construction Induction (Blue/White Card)\_.
- Queensland High Risk Work Licence – LF Forklift that is current and maintained

## **Desirable Licence/Competency (Ticket) Requirements**

- Queensland Restricted Electrical License.
- RIIWHSWHS202E Enter and work in confined spaces
- RIIWHS204E Work safely at heights s
- T0011 Introduction to Electrical Network Infrastructure for Authorised Person
- Queensland Traffic Management Implementation Card

## **Essential Knowledge/Skills/Qualifications Criteria**

- Demonstrated knowledge in water and waste water industry and experience in installation, operation, service, fault finding, repair and maintenance of plant equipment such as belt press & conveyor systems, compressors, vacuum systems, pumps, aeration system, chemical dosing pumps, gear boxes and electric motors and other systems pertaining to water and wastewater treatment and associated plant services.
- Demonstrated ability to use crane truck.
- Demonstrated ability to use workshop equipment such as lathes, sand blaster, welding equipment etc.
- Demonstrated ability to plan, schedule and carry out repairs and fabrication work as required.
- Demonstrated knowledge of the operations and servicing requirements of plant equipment and associated systems.
- Demonstrated knowledge of safe chemical handling and storage and ability to develop Hazard Analysis and risk assessments on maintenance jobs.
- Demonstrated ability to work autonomously or cooperatively in an integrated team environment by developing effective working relationships with a variety of stakeholders.

## Desirable Knowledge/Skills/Qualifications Criteria

- Demonstrated knowledge of water and sewage treatment plant operations and equipment.
- Familiar with preventative maintenance management systems.
- Basic computer skills including data entry, asset software, internet, MS office and emails.
- Ability to understand and source spare parts & consumables for mechanical repairs.

## Physical Requirements of the Position

*Note: Applicants with disabilities will be considered on a case by case basis.*

- An ability to frequently exert a force up to 20kg whilst pushing, pulling, lifting or carrying an object or equipment.
- An ability to occasionally lift or carry objects or equipment up to 25kg.
- An ability to frequently stand for periods of two hours and occasionally walk on sloping, uneven or slippery surfaces whilst using equipment or carrying objects up to 20kg.
- An ability to kneel or crawl in a bent position whilst exerting force up to 15kg.
- An ability to clearly hear directions and instructions being provided at normal speech levels.

## Special Requirements

- Occasional out of hours work (including weekends).
- Regular local travel.

## ORGANISATIONAL INFORMATION

### Safety

#### Behaviours

Maintain a positive attitude towards acquiring an understanding of work health and safety (WHS) legislation, including council WHS policies and procedures.

Fostering and maintaining a positive attitude towards WHS within the individual work teams.

#### Responsibility

Apply council policies and procedures in every day work activities to assist council in ensuring a safe work environment.

To meet the standards imposed by any relevant safety legislation as required by Queensland's *Work Health and Safety Act 2011*.

#### Related documents

- WHS Policy statement WHSPOL004.
- Work Health and Safety Responsibility and Accountability Statement WHSPOL008.

- The WHS KPIs are located in the Work Health and Safety Management Plan WHSPOL010 and should be referenced as applicable with this position.

## Code of Conduct

As per the Staff Code of Conduct(OCPOL001), employees must conduct all business with integrity, honesty and fairness and comply with all relevant laws, regulations, codes, policies and procedures.

## Records Management

Council employees are required to ensure adequate records of actions taken and decisions made whilst undertaking their duties are created and maintained, in accordance with council's Recordkeeping Policy - CGPOL002.

## Council's Vision

Gympie Regional Council has a vision for embracing opportunities, promoting wellbeing and celebrating strong communities.

## Council's Values

**Accountability** – We are open, transparent and take responsibility for our actions.

**Communication** – We consult with the community, actively listen to and respond to the input of residents, and keep people informed.

**Customer Service Focused** – We meet the needs of our community in an efficient and effective manner. We strive to continually improve, show empathy and are environmentally aware in our service delivery.

**Integrity** – We act with honesty and respect in all we do and respect all residents, colleagues and visitors.

**Teamwork and Collaboration** – We recognise and support everyone's contributions. We are inclusive and contribute respectfully working as a team. We will care for ourselves and others.

# Position Description

## POSITION APPROVAL AND ACCEPTANCE

### Approved By

<b>Name</b>		<b>Position</b>	
<b>Signature</b>		<b>Date</b>	

### Accepted By

<b>Name</b>			
<b>Signature</b>		<b>Date</b>	

*The scope and requirements of this position as well as the organisational structure is subject to change by council as required by business needs.*