



POSITION DESCRIPTION

Our Values



Position title:	Heavy Vehicle Plant Mechanic
Position code:	2176
Section:	Chief Operating Office – Fleet and Open Spaces
Position reports to:	Team Leader - Workshop
Band and Level:	Band 2 Level 1
Salary grade:	Grade 8
Staff management:	Nil
Budget responsibility:	Nil

Primary function of the role:

Reporting to Team Leader Workshop the Heavy Vehicle Plant Mechanic is responsible for:

- Undertaking maintenance, service, and repair of mobile and fixed plant fleet for all Council departments.
- Participating in on-call and after hours emergency repairs as reasonably requested

This position is part of a multi-skilled team and is required to be flexible and agile. From time to time, this role may be required to support more than one department as the need arises and provide support across the organisation as directed.

Person Description

The right person for this role will:

- Be accepting of new ideas and embrace change
- Be outcome focused
- Be open minded in sharing information and knowledge freely
- Be flexible and agile to work across different business areas
- Have a drive for improvement
- Have personal integrity and take responsibility
- Have a genuine customer service focus
- Have the ability to prioritise and schedule work and meet deadlines
- Have excellent time management and organisational skills
- They will embody Council's values.

Key responsibilities and performance goals:

Responsibilities		Accountability
Work Health and Safety	Manage and monitor work health and safety responsibilities, ensure compliance with the legislation and regulations that govern the operations within the Program area and assist others in the team to implement the relevant policies, procedures and processes.	<ul style="list-style-type: none"> • Demonstrate a clear understanding of safety principles and assist the team leader in fostering a culture of safety. • Ensure that all of Council's fleet is maintained in a roadworthy and safe condition. • Ensure service pits & equipment are maintained in a safe, clean & operational manner. • Maintain workshop equipment.
Best Practice and Benchmarking	Support the team to achieve excellence through the establishment, management and monitoring of systems, processes, standards and service delivery benchmarks.	<ul style="list-style-type: none"> • Actively participate in improvement and best practice conversations. • Be open to and follow the direction of supervisors. • Carry out maintenance inspections • Provides effective and efficient maintenance / service and repair for Council's fleet.
Customer driven service delivery	Build and maintain relationships with key stakeholders and customers.	<ul style="list-style-type: none"> • Provide a high level of customer service to manage the expectations of internal customers in the resolution of their issues. • Drive a customer service approach in all internal interactions. • Operates and provides breakdown repair services including afterhours call out if required.
People	Actively and positively participate as a member of the workshop and Fleet teams.	<ul style="list-style-type: none"> • Demonstrate accountable, affiliative and constructive behaviours in all interactions • Foster an engaged and empowered workforce. Embrace continuous improvement principles to improve delivery of services to Council customers. • Commitment to fostering and participating in a positive team environment. • Be flexible and adaptable to the changing needs of the team. • Participate and contribute. • Be available to take on other roles as required (e.g. in leave periods).
Drive Innovation	Create a culture that inspires people to generate innovative solutions that optimise revenue to Lismore City Council.	<ul style="list-style-type: none"> • Support utilisation of technology where appropriate.

Communication	Strong written, verbal and interpersonal communication skills.	<ul style="list-style-type: none"> • Provide clear concise information. • Participate in toolbox meetings • Provides accurate documentation of vehicle and plant maintenance / service and repair.
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Entry Level Qualifications: Skills and Experience

Qualifications, certificates and licences

- The preferred qualification for this job is a TAFE Certificate of Trade or equivalent, together with relevant experience.
- Driving licence Class C (Standard Drivers Licence)
- A WorkCover Construction Induction Certificate
- A Forklift Licence

Experience, skills and knowledge

- Automotive mechanical and electrical skills
- Automotive engineering
- Plant hydraulics, pneumatics, electronics and compressed air equipment
- Mechanical, electrical, hydraulic and pneumatic schematic drawings interpretation
- Material properties and applications
- WH&S, Risk Assessment and Hazard Prevention
- Knowledge of Capabilities of Lismore City Council's fleet
- Ability to utilise electronic maintenance system
- Effective Communication Skills
- Effective Teamwork
- Forklift operation
- General truck driving
- Ensure that all corporate records are fully and accurately captured and maintained, to comply with legislative requirements and business needs.
- Undertake sustainable work practices that align with Council's commitment to the principles of sustainability.