

Position Description

Position title	Plumber
Reports to	Team Leader Reticulation Operations
Department	Infrastructure & Planning
Classification	BT Tradesperson Level 2
Last Review Date	May 2021

Position Summary

The position incorporates the day to day activities associated with water and wastewater reticulation in each of the communities within the region.

Position Specific Accountabilities

- Assist Water and Sewerage Foreman in preparing fortnightly program.
- Undertake regular inspections of the water and sewerage systems and correct defects & inadequacies as directed or in accordance with established priorities.
- Assist in the preparation of materials and quantities lists for water and sewerage main and infrastructure construction or major maintenance jobs.
- In association with the Foreman Water and Wastewater, participate in the design of water and sewerage mains and other infrastructure to the extent of knowledge and experience gained in the relevant field.
- Monitor the progress, quality and cost of the various activities undertaken within the area of responsibility of this position.
- When necessary, liaise with the works overseer for the timely allocation of plant and other resources to the various activities undertaken within the area of responsibility of this position.
- Liaise with other council sections and other service providers with regards to service locations.
- Attend to enquiries and complaints from the general public with regard to timeliness and courtesy.
- Attend training and meetings as directed by the Foreman Water and Wastewater.
- Provide training and supervision for apprentice plumbers creating an inclusive and safe environment.
- Ensure complete records are maintained on a regular basis.
- Assist in the identification and elimination of waste within the water and wastewater section.
- Other work on water and wastewater activities as required.
- Scheduled and unscheduled maintenance to water and wastewater infrastructure and council buildings.
- Follow reasonable directives to maintain critical business activities in the event of an unplanned disruption, including but not limited to a disaster.
- Other responsibilities as reasonably expected

Organisation Responsibilities

- Model ethical and professional behaviour and act with integrity and confidentiality whilst representing Council.
- Adhere to all legislation, Council policies and guidelines.
- Prepare and submit reports for Council and the Executive Leadership team as required.
- Be familiar with and undertake all work in accordance with relevant policy and legislation, including:
 - TRC's Safety Management System - TRC's Code of Conduct, Council's Local Laws, Values and Behaviours, the *Local Government Act 2009* and *Local Government Regulation 2012*, Anti-discrimination and Privacy legislation; and
- Comply with all Work Health & Safety Legislation, and other relevant policies, procedures and legislation.
- Provide direction to maintain critical business activities in the event of an unplanned disruption, including but not limited to a disaster.

- Other responsibilities as reasonably expected by Council.

Delegated Authority

Decisions are to be made in accordance with the Delegations of Authority as set out in separate instruments of delegation from the Chief Executive Officer.

Selection Criteria

Essential

1. Demonstrated experience in a local government or similar environment.
2. Demonstrated experience with water and wastewater reticulation systems.
3. Knowledge of and experience with compliance with Workplace Health and Safety legislative requirements.
4. Ability to work successfully within a small team environment.

Desirable

- Understanding of water and sewerage treatment technology.
- Previous experience in town water and sewerage systems.
- Strong oral and written communication skills.
- Highly developed numeracy skills.
- Ability to work successfully within a small team environment
- Understanding of water and sewerage reticulation systems.
- Understanding of local government practices and procedures; or an ability to obtain this knowledge.
- Knowledge of and experience with compliance with Workplace Health and Safety legislative requirements.

Qualifications

- General Construction Induction card (mandatory)
- C class Driver's License (mandatory)
- Plumber & Drainer Licence (mandatory)
- Overhead Awareness Certificate (mandatory)
- Working in Proximity to Traffic 1&2 (desirable)

Position Specific Conditions

- The successful completion of a Pre-Employment Medical Assessment (including drug and alcohol screening) is required before any offer of employment.
- This role requires evidence of skills and qualifications and the possession of a current Drivers Licence.

I have read and understood the above Position Description					
INCUMBENT NAME		SIGNATURE		DATE	
SUPERVISOR NAME		SIGNATURE		DATE	