

## Position Description

<b>Job Title</b>	<b>Plumber</b>
<b>Organisational Context</b>	Aurukun Shire Council is an Indigenous community of about 1450 people. Council provides a variety of services to the community that include provision of education, health, police and welfare services; operation of airport, postal and bank agencies; development and maintenance of roads and housing. Funding is received through both State and Federal governments.
<b>Department</b>	Technical Services
<b>Location</b>	Aurukun
<b>Reports to</b>	Works Manager
<b>Position Scope</b>	This position has significant contact with members of the community and Council employees
<b>Award</b>	Queensland Local Government Industry (Stream C) Award - State 2017 Division 2, Section 1 Building Trade Services - Tradesperson Level 1-3
<b>Employees Supervised</b>	Supervise a trades assistant on an as needs basis
<b>Job Role &amp; Key Objective/s</b>	Providing maintenance services to Council facilities and the Aurukun community while working and mentoring Indigenous employees.
<b>Qualifications, Experience, Knowledge and Skills</b>	<ol style="list-style-type: none"> <li>1. Minimum of 2 years' experience with remote location / aboriginal community experience</li> <li>2. Current Plumbers Licence and must be maintained as current</li> <li>3. Current Blue Card and White Card</li> <li>4. Gas installers licence preferable</li> <li>5. Back Flow prevention licence preferable</li> <li>6. Experience undertaking a high level of maintenance within the community and as required on construction works</li> <li>7. Strong interpersonal and communication skills with ability to negotiate, conflict manage and diffuse volatile situations</li> <li>8. Ability to work independently and as part of a team to achieve positive outcomes</li> <li>9. Ability to assist staff with online timesheet and leave entry.</li> <li>10. Demonstrated experience and understanding of Aboriginal and Torres Strait Islander cultures, with ability to communicate effectively and sensitively with Indigenous people and knowledge of Aboriginal culture and customs</li> <li>11. Capacity to demonstrate a high level of commitment to interact positively in a remote Aboriginal community</li> </ol>
<b>Duties &amp; Responsibilities</b>	<ol style="list-style-type: none"> <li>1. Performance and maintenance of activities as directed by the WWS Supervisor</li> <li>2. Completion of daily job cards</li> <li>3. Completion of store paperwork work - requisitions for issuing of materials from store</li> </ol>

	<ol style="list-style-type: none"> <li>4. Have the ability to interpret plans and drawings relevant to their functions.</li> <li>5. Applies quality control techniques to the employee's own work and that of other employees within the WAT.</li> <li>6. Participating in pre start, tool box, staff meetings and health and safety meetings as directed by Supervisor</li> <li>7. Contributing to community events as appropriate</li> <li>8. Undertaking work in a safe manner compliant with relevant legislation including reporting hazards within the workplace</li> <li>9. Calculates safe loads and stress factors</li> <li>10. Measures accurately</li> <li>11. Anticipates and plans for constant changes to the work environment.</li> <li>12. Must wear PPE at all time</li> <li>13. Assist with online timesheet and leave entry for employees in Works group.</li> </ol>
<p><b>Key Performance Indicators</b></p>	<ol style="list-style-type: none"> <li>1. Daily job cards are completed accurately</li> <li>2. Excellent time management – all tasks are completed within the required time frames.</li> <li>3. Teamwork, communicates effectively with others demonstrating cultural sensitivity and working with others.</li> <li>4. All requisitions from Store are done as per organisational procedure and are recorded accurately</li> <li>5. Demonstrates proficiency in the interpretation of plans and drawings relevant to role.</li> <li>6. Follows all safe work procedures and reports any hazards and incidents.</li> <li>7. Takes part in any meeting and training as directed by supervisor</li> <li>8. Contributes to community activities.</li> <li>9. All task are carried out with accuracy with minimal recalls or negative feedback from community and/or other stake holders.</li> <li>10. Conflict resolution – demonstrates good skills in the avoidance of and management of conflict situations</li> <li>11. Adaptability – shows flexibility and excellent planning when dealing with a changing environment.</li> <li>12. Maintains work vehicles as per organisational requirements ensuring they are cleaned, stored correctly and any maintenance concerns are reported.</li> </ol>

I, \_\_\_\_\_ acknowledge and agree to the above position description.

Employee's Signature: \_\_\_\_\_ Date \_\_\_\_\_