

POSITION TITLE	Plumber
DEPARTMENT	Infrastructure Services
GROUP	Water & Waste
LOCATION	Mareeba
CLASSIFICATION / LEVEL	BT Level 1
REPORTS TO	Supervisor Water Reticulation

Department Summary

The Infrastructure Services Department is responsible for the planning and delivery of Council capital works and major operational works programs.

Department business units include:

- Technical Services
- Works
- Water & Waste
- Assets & Projects

Position Summary

Our Plumbers perform daily activities that are associated with water and wastewater reticulation in each of the communities within the Mareeba Shire. This may include maintaining underground utilities, operating mobile plant, working with live sewers and working in confined spaces.

The role involves physically demanding work to be undertaken in a hot and humid climate on a daily basis. As such, our Plumbers need to ensure they are and remain physically fit and able to efficiently and consistently undertake these tasks. This includes a requirement to maintain a weight at or below the Safe Working Load (SWL) for the machinery and equipment our Plumbers are required to use or operate.

The position is required to assist with after-hours work and be part of an on-call support roster for the water and waste section.

Key Responsibilities

- Assist the Supervisor Water Reticulation in preparing Council's fortnightly program
- Undertake regular inspections of the water and wastewater systems and correct defects and inadequacies as directed or in accordance with established priorities
- Assist in the preparation of materials and quantities lists for water and wastewater main and infrastructure construction or major maintenance jobs
- In association with the Supervisor Water Reticulation, 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
- Operate Council plant, machinery and vehicles in a safe and competent manner to ensure compliance with Council requirements including safe work method statements
- Ensure worksite housekeeping and vehicle presentation is of a high standard so that it provides a safe work environment and reflects positively on Council's image

- Liaise with other Council sections and other service providers regarding service locations
- Maintain a high level of service to internal and external customers including attending to enquiries and complaints from the general public with due regard for timeliness and courtesy
- Ensure complete records are maintained on a regular basis
- Assist in the identification and elimination of waste within the Water & Waste section
- Provide training and mentoring support to apprentices within the team
- Other reasonable duties as directed from time to time

Skills and Knowledge

- Sound oral and written communication skills
- Highly developed numeracy skills
- Ability to work successfully within a small team environment
- Ability to work autonomously and to problem solve
- Sound understanding of water and wastewater reticulation systems
- Sound understanding of local government practices and procedures or an ability to obtain this knowledge
- Knowledge of and experience complying with WHS and environmental legislative requirements

Qualifications and Experience

Essential (Mandatory for the Position)

- Current Queensland MR class driver's licence
- Current Plumber and Drainer licence
- Demonstrated experience working as a qualified Plumber
- Successful completion of Working at Heights and Confined Space training or willingness to complete
- Queensland Construction White Card, or National equivalent

Desirable

- Understanding of water and wastewater treatment technology
- Competency in operating plant including skid steer loader and excavator
- Previous experience in town water and wastewater systems

Environmental Obligations

All employees have a legal obligation to comply with environmental legislation. All employees must comply with any Environmental Authority issued to Council to carry out activities.

Worker responsibilities for environmental protection include:

- An employee must not carry out any activity that causes, or is likely to cause, environmental harm unless the person takes all reasonable and practicable measures to prevent or minimise the harm (the *General Environmental Duty*)
- An employee must no later than 24 hours after becoming aware of an event that causes or threatens to cause environmental harm, notify the employer of the event, its nature and the circumstances in which it happened (*Duty to Notify*)
- An employee must not cause an offence of environmental nuisance, environmental harm or depositing prescribed contaminants in waters

Workplace Health and Safety Obligations

All employees have a legal obligation to comply with WHS legislation. Employees must work in accordance with the Council Safety Management System – SAFE PLAN and comply with the WHS Responsibility Statement relevant to their position - see Schedule S3 attached.

SCHEDULE S3

WHS RESPONSIBILITY STATEMENT

Workers

All employees have a legal obligation to comply with WHS legislation, the Council WHS Management System (SAFE PLAN), WHS policies, procedures and work instructions. These operate to ensure the health and safety of employees, contractors, visitors, volunteers, the public and the environment.

The following responsibilities apply to all employees, including permanent, part-time and casual employees:

1. Ensuring you keep up to date and comply with WHS legislation and SAFE PLAN (WHS Plan) and participate in the completion of Monthly Action Plans (MAPs)
2. Performing all work and associated functions in a safe manner
3. Complying with WHS policies, procedures, reasonable written or verbal work instructions issued by Council or its officers
4. Correctly using and maintaining all personal protective clothing and equipment supplied by Council
5. Identifying hazards, conducting risk assessments, and taking corrective action to eliminate hazards where possible in the workplace, and/or to report hazards and risks in accordance with WHS procedures
6. Establishing and maintaining a high standard of housekeeping and cleanliness within individual work areas and on Council property generally
7. Reporting and assisting with the investigation of all incidents in the workplace, including minor injuries, near misses and property damage as requested
8. Attending relevant toolbox talks, team discussions or specific training organised by Council
9. Identifying the location of first aid treatment centres, fire protection facilities and evacuation procedures in the work area
10. Working in a manner that will not endanger you, other employees or the public
11. Cooperate with any reasonable instruction given by Council officers
12. Report any safety concerns to your supervisor
13. Ensuring compliance with National Heavy Vehicle legislative requirements relevant of this position

I have read and understand the above Position Description and WHS Responsibility Statement (S3)			
INCUMBENT NAME		SIGNATURE	
SUPERVISOR NAME		SIGNATURE	

Last updated: 27 May 2024