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| POSITION TITLE | Pipe Layer / Labourer Water & Waste |
| DEPARTMENT | Infrastructure Services |
| GROUP | Water & Waste |
| LOCATION | Mareeba |
| AWARD CLASSIFICATION / LEVEL | LGEA Level 3 |
| 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

The Pipe Layer/Labourer Water & Waste supports the Water Reticulation team in the delivery of quality water and waste services to the community by assisting with the maintenance, repair and construction of water and waste infrastructure. This may include strenuous manual activities, operating mobile plant, maintaining underground utilities, working with live sewers and working in confined spaces.

This position calls for physically demanding work to be undertaken in a hot and humid climate on a daily basis. It is the responsibility of the Pipe Layer/Labourer Water & Waste 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) limit for the machinery and equipment the position is required to operate. Maintenance of a safe working environment and application of correct manual handling techniques are also essential requirements for this position.

The Pipe Layer/Labourer Water & Waste is required to participate in the on-call roster for the Water & Waste section which involves after-hours and weekend call outs.

Key Responsibilities

- Undertake general labouring duties at various locations throughout the Shire, as directed, to ensure delivery of efficient, competent and high-quality water and waste services to customers and stakeholders
- Assist members of the water reticulation team in the delivery of day-to-day maintenance services and water main infrastructure upgrades
- Perform duties such as at mains flushing of distribution systems, maintaining pump stations within the reticulation area, meter reading and water meter maintenance
- 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 the image of Council
- 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

- Complete basic care and routine servicing of designated plant, including submission of plant maintenance reports, so that equipment is maintained and used in a safe, clean and serviceable condition
- Other reasonable duties as directed from time to time

Skills and Knowledge

- Willingness and physical ability to undertake manual handling and labouring for extended periods sometimes in hot and humid conditions
- Ability to contribute and work within a team environment and/or with limited supervision
- Knowledge of safe work practices including manual handling techniques and ability to follow Workplace Health and Safety procedures and policies
- Sound written and verbal communication skills and the ability to follow both written and verbal instructions

Qualifications and Experience

Essential (Mandatory for the Position)

- Current Queensland MR class driver's licence or to be obtained within 6 months of commencement
- Queensland Construction White Card, or National equivalent
- Experience in general pipe laying and labouring (water and wastewater activities highly desirable)
- Successful completion of Working at Heights and Confined Space training to be completed within 6 months of commencement
- Current Traffic Control Accreditation prior to commencement of employment or be eligible to obtain this accreditation which will require a criminal check (Crimtrac)

Desirable

- Previous experience working within water and wastewater reticulation systems and pump station activities
- Working knowledge of plumbing fittings and their intended applications
- Competency in operating plant including skid steer loader and excavator

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.

Employees may be required, at Council's discretion, to undertake First Aid Officer, Fire Warden and other Workplace Health and Safety related functions and roles in accordance with their WHS Responsibilities as outlined in the Statement attached in Schedule 3. When employees are required to perform these functions and roles, Council will provide the relevant training.

SCHEDULE S3

WHS RESPONSIBILITY STATEMENT

Workers

All employees have a legal obligation to comply with WHS legislation, Council's 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 they keep up to date and comply with WHS legislation and Council's WH&S Management System – 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's 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, team talks 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. Support safety in the workplace by undertaking First Aid Officer, Fire Warden and other WHS related functions in your workplace
11. Working in a manner that will not endanger you, other employees or the public
12. Cooperate with any reasonable instruction given by Council officer
13. Report any safety concerns to your supervisor
14. Ensuring compliance with National Heavy Vehicle legislative requirements relevant of this position

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| I have read and understand the above Position Description and WHS Responsibilities Statement (Schedule S3) | | | | | |
| INCUMBENT NAME | | SIGNATURE | | DATE | |
| SUPERVISOR NAME | | SIGNATURE | | DATE | |

Last Review Date: 13 March 2025