

<b>POSITION TITLE</b>	<b>Heavy Diesel Fitter</b>
<b>DEPARTMENT</b>	<b>Infrastructure Services</b>
<b>GROUP</b>	<b>Technical Services</b>
<b>LOCATION</b>	<b>Mareeba</b>
<b>CLASSIFICATION / LEVEL</b>	<b>ENG Level C8</b>
<b>REPORTS TO</b>	<b>Foreperson Workshop</b>

### Department Summary

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

Department groups include:

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

### Position Summary

The Heavy Diesel Fitter will deliver high level support in the servicing, maintenance and repair of all machinery, plant and equipment and other Council owned assets, as required.

The role involves physically demanding work to be undertaken in a hot and humid climate on a daily basis. As such the Heavy Diesel Fitter needs to ensure they are and remain physically fit and able to efficiently and consistently undertake these tasks. There is a requirement to maintain weight at or below the Safe Working Load (SWL) limit for the seat of the machinery and equipment the position is required to operate.

The employee filling this role may be required to work anywhere within the Council boundaries, including callouts and work which may require an overnight stay in Council provided accommodation or rough camp environments.

### Key Responsibilities

- Consistently apply a high level of trade qualification knowledge and skills to ensure that Council's plant and equipment is repaired and/or maintained in accordance with industry best practice, statutory obligations and Council Policy and Procedure to meet operational requirements
- Monitor, perform and report on programmed maintenance of Council's plant and equipment to ensure these assets are reliable, safe to operate and provides maximum life cycle and return on investment to Council
- Monitor, perform and report on repairs to plant and equipment in an efficient and effective manner ensuring that plant and equipment is reliable, safe to operate and provides maximum life cycle and return on investment to Council
- Diagnose and fault find problems with plant and equipment individually or as a team member when required

- Perform fabrication tasks (non - structural) where required including the use of TIG, MIG and Stick Welding
- Perform forklift operations and relocate equipment as required
- Application of basic computer skills to research information, enter data and conduct email correspondence
- Perform overtime with short notice and assist other work groups with plant and equipment repairs and maintenance when required
- Maintain a positive team culture and conduct all activities in accordance with Council's values, code of conduct, policy and procedures
- Other reasonable duties as directed from time to time

### **Skills and Knowledge**

- A high level of trade skills and knowledge in the service, maintenance and repair of a broad range of plant and equipment including earthmoving machinery, trucks, light vehicles and small engine equipment
- Ability to contribute and work within a team environment
- Effective communication skills
- Basic knowledge of computer application

### **Qualifications and Experience**

#### ***Essential (Mandatory for the Position)***

- Current Queensland C class driver's licence
- Engineering (Mechanical - Heavy Diesel Fitter) Trade Qualification
- Queensland Construction White Card, or National equivalent
- High Risk Work Licence for Forklift
- Experience in the service, maintenance and repair of a broad range of plant and equipment including earthmoving machinery, trucks, light vehicles and small engine equipment

#### ***Desirable***

- Queensland HR/HC driver's licence
- Operator tickets for Backhoe, Grader, Roller and/or Loader

### **Environmental Obligations**

All employees have a legal obligation to comply with environmental legislation and must comply with any Environmental Authority issued to Council to carry out activities. Clause 4.2.5 of the Employee Code of Conduct provides further detail on employee and supervisor compliance requirements.

### **Work 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 Work 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, 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, 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 officers
13. Report any safety concerns to your supervisor
14. 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)					
<b>INCUMBENT NAME</b>		<b>SIGNATURE</b>		<b>DATE</b>	
<b>SUPERVISOR NAME</b>		<b>SIGNATURE</b>		<b>DATE</b>	

Last Review Date: 9 February 2024