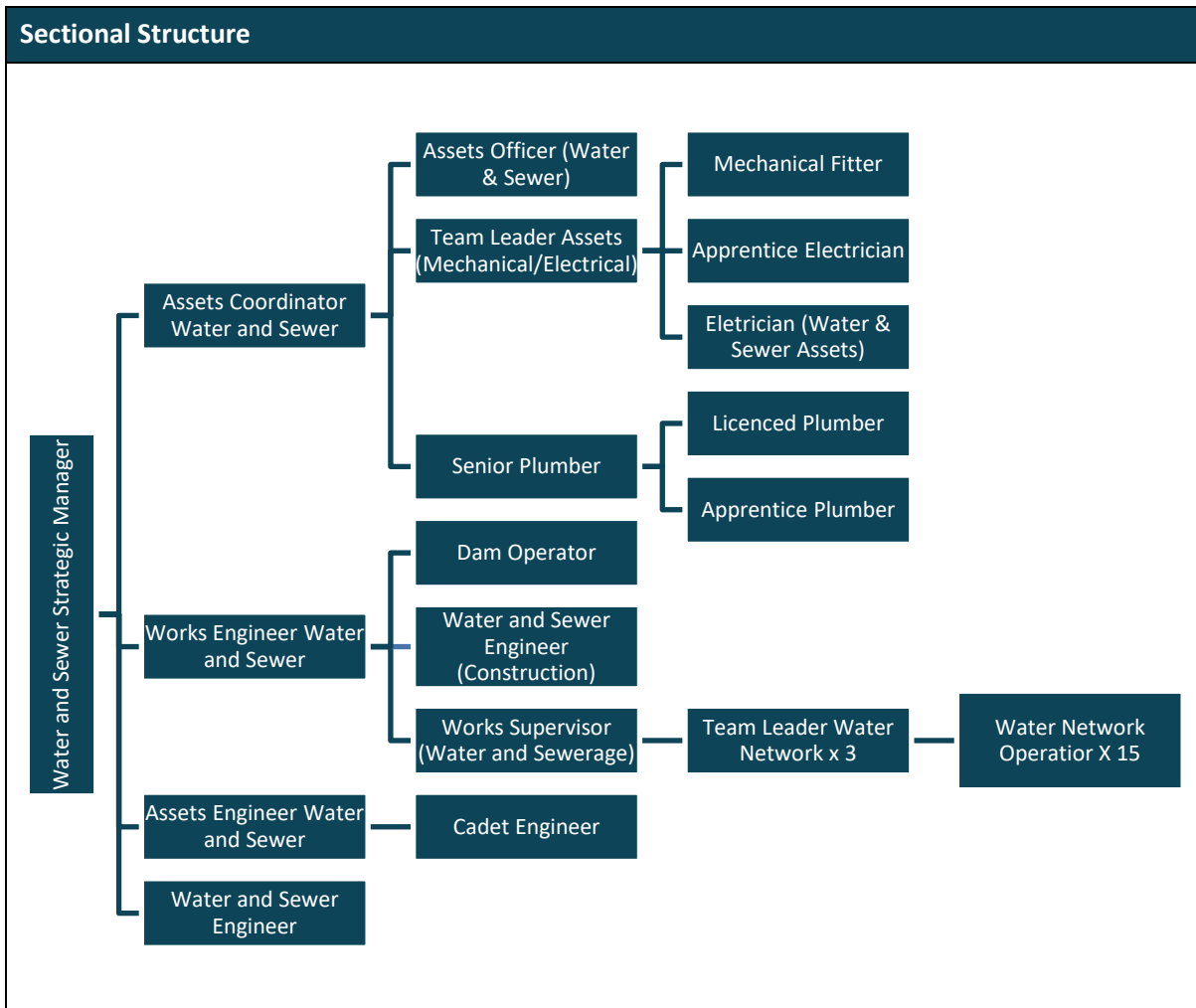


| | |
|---------------------------|--------------------|
| Position Title: | Licenced Plumber |
| Position Number: | 5166 |
| Division: | Technical Services |
| Section: | Water and Sewer |
| Grade: | 5 |
| Delegations: | Nil |
| Position FTE Hours | 38 |

Primary Purpose

Undertake plumbing maintenance associated with Council owned facilities and buildings. The position will also undertake fieldwork and inspections of Council’s Water and Sewerage reticulation system with regard to asset attributes (quantity, location, age, type), condition and defects.

Sectional Structure



Selection Criteria

Qualifications/Licences

- Licenced Plumbing Trade Qualifications
- Backflow training or ability to obtain within 6 months
- Certificate II Water Industry Operations or ability to obtain similar educational qualifications within 12 months
- Current General Construction Induction Card (White Card)
- Demonstrated competency in the operation of load shifting plant (backhoe, excavator, skid steer and loader)
- Roads and Maritime Services Traffic Control Qualifications:
 - Traffic Controller Skill Set (formerly Blue Card)
 - Implement Traffic Control Guidance Plans Skill Set (formerly Yellow Card)
 - Current Confined Space qualification or ability to obtain within 6 months
 - Current Class Medium Rigid (MR) driver's licence

Skills and Experience

- Experience in a similar position together with demonstrated knowledge in the operation, maintenance and construction of water and sewer reticulation or similar systems, including associated public health risks and environmental obligations
- Demonstrated ability to work and contribute as part of a team as well as the ability to act autonomously
- Demonstrated ability to communicate effectively in both written and verbal formats consistent with duties of the position
- Demonstrated ability to model Council's key values and desired behaviours

Key Accountabilities/Duties

- Undertake allocated works in the fields of plumber, roof plumber, drainer and gasfitter to ensure the operation, maintenance and construction of water and sewer reticulation systems whilst ensuring public health risks are addressed and environmental obligations are met
- Assist the Team Leader Assets (Reticulation) with fieldwork and inspections associated with the implementation of asset monitoring and testing to determine asset attributes (quantity, location, age, type), condition and defects
- Operate specialised tools, equipment and small plant
- Operate large plant such as backhoe or excavator
- Report and assist when required to remediate environmental pollution events in accordance with internal procedures.
- Undertake tasks in accordance with established administrative, operation and maintenance procedures including accurate and timely completion of paperwork.
- Undertake tasks in accordance with site specific Work Health and Safety (WHS) requirements such as safe work method statements (SWMS), personal protective equipment (PPE) confined space, toolbox, electrical tool-tagging and hygiene procedures etc.
- Set up and monitor traffic control plans.
- Plan interpretation and basic skills in setting out levels.
- Participate as required in an on-call roster.
- Comply with Council's Code of Conduct, relevant policies and procedures, values and behaviours, and work health and safety responsibilities, as amended from time to time

| Position Capabilities | |
|---|--|
| <p>The Orange City Council Capability Framework describes the core knowledge, skills and abilities expressed as behaviours, which set out clear expectations about performance in our council. The full information regarding these Capabilities is available here. The focus capabilities for this position are:</p> | |
| Group | Capability |
| Personal Attributes | <p>Ownership - Demonstrates "Achieves it" <i>Take responsibility and ownership of work and delivering to quality standards.</i></p> <ul style="list-style-type: none"> • Undertakes work with care and concern for results achieved • Demonstrates ownership through language and behaviour • Speaks up when errors made • Able to get work completed to the required standard |
| | <p>Customer Focus - Demonstrates "Achieves it" <i>Commit to delivering customer focused services in line with strategic objectives.</i></p> <ul style="list-style-type: none"> • Identifies and responds quickly to customer needs • Demonstrates a thorough knowledge of services provided • Puts the customer and community at the heart of work activities • Takes responsibility for resolving customer issues and needs |
| Relationships | <p>Team Work - Demonstrates "Achieves it" <i>Be a respectful, inclusive and reliable team member, collaborate with others, and value diversity.</i></p> <ul style="list-style-type: none"> • Encourages an inclusive, supportive and co-operative team environment • Shares information and learning within and across teams • Works well with other teams on shared problems and initiatives • Looks out for the wellbeing of team members and other colleagues • Encourages input from people with different experiences, perspectives and beliefs • Shows sensitivity to others' workloads and challenges when asking for input and contributions |
| | <p>Problem Solving - Demonstrates "Achieves it" <i>Think, analyse and consider the broader context to develop practical solutions.</i></p> <ul style="list-style-type: none"> • Gathers and investigates information from a variety of sources • Questions basic inconsistencies or gaps in information and raises to appropriate level • Asks questions to get to the heart of the issue and define the problem clearly • Analyses data and information to draw conclusions based on evidence • Works with others to assess options and identify appropriate solutions |
| Results | <p>Health, Safety and Environment - Demonstrates "Achieves it" <i>Identifying and/or preventing health and safety risks to self and others. Planning and delivering work that considers the environment.</i></p> <ul style="list-style-type: none"> • Takes responsibility for working safely, rather than relying on rules and policies • Speaks up when something is unsafe • Corrects safety hazards when identified • Always follows safety procedures • Reports health, safety and environmental issues and problems |
| | <p>Assets and Equipment - Demonstrates "Achieves it" <i>Use, allocate and maintain work tools appropriately and manage Council assets and equipment responsibly.</i></p> <ul style="list-style-type: none"> • Uses a variety of work tools and resources to enhance work products and expand own skill set • Ensures others understand their obligations to use and maintain work tools and equipment appropriately. • Contributes to the allocation of work tools and resources to optimise team outcomes |
| Technical | |

Corporate Values

As a values-based organisation, Council demonstrates its values through workplace behaviours. These behaviours provide a framework for staff to model behaviour across the organisation. Underpinning the behaviours is the Orange City Council Code of Conduct. Council's corporate values are listed below:

- **Respect** – is honest and respectful towards others and works as part of a team
- **Ownership** - takes responsibility for actions
- **High Performance** - pursues performance excellence and continually looks for improvement
- **Customer Focus** - demonstrates a customer focused approach towards internal and external customers
- **Safety** - works safely, in accordance with Council's Work Health and Safety policy and procedures
- **Diversity** – Champion a diverse and inclusive workplace
- **Leadership** – Council encourages all its employees to lead by example and role model our values. Leaders also need to ensure they provide constructive feedback and encourage high performance by coaching, developing, recognising and managing people effectively

Work Health and Safety Responsibilities

All employees are responsible for Work Health and Safety (WHS) for Orange City Council and their duties include:

- Complying with Council's WHS policies and procedures
- Working with due diligence and consideration to safeguard their own health and safety and the health and safety of others
- Reporting any potential hazards, incidents or injuries to their Supervisor and Human Resources within 24 hours
- Participating in any applicable WHS consultation arrangements
- Complying with any Return to Work Plan if injured and supporting rehabilitation in the workplace
- Correctly using all personal protective equipment
- Complying with emergency and evacuation procedures and site rules if applicable
- For Managers, Supervisors, Team Leaders or Gangers, you have additional WHS responsibilities as defined in the Orange City Council Work Health and Safety Management Policy (OP 84)

General

- The above statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required.
- Local Government (State) Award conditions apply to all entitlements.
- The Position Description links to the overall organisational Delivery/Operational Plan which ties into an employees' key performance indicators (KPIs) as part of their annual performance review.
- Position descriptions may be amended from time to time in accordance with business needs and in consultation with the incumbent of the position.

I acknowledge that I have read and understood the duties, responsibilities and delegations of the position as outlined in the above Position Description



| | |
|---------------------------|--|
| Name of Employee | |
| Signed by Employee | |
| Date Signed | |