

# Northern Peninsula Area Regional Council

## POSITION DESCRIPTION

<b>Position number</b>	TBA	<b>Date of last review</b>	September 2023
<b>Position Title</b>	Plumber Supervisor		
<b>Award</b>	<i>Queensland Local Government Industry (Stream C) Award – State 2017</i>		
<b>Classification</b>	<b>Band 2 Level 4 – Band 3 Level 1 (Dependant on skills; Quals and Experience)</b>		
<b>Division</b>	Operations		
<b>Location</b>	NPA Region		
<b>Employment Type</b>	3 Year Contract		
<b>Hours of Duty</b>	38 hours per week		
<b>Supervisor</b>	Building Manager		
<b>Direct Reports</b>	Plumber		

### ORGANISATIONAL ENVIRONMENT

#### Our Vision - Where do we want to be in 5 years?

Build a sustainable, culturally vibrant and connected community

#### Our Mission - How will we achieve our Vision?

By growing indigenous and local opportunities, enhancing, preserving and protecting our unique physical environment and unique Cultural Heritage, prolonging and enriching the lives of our People, promoting unity and leading multi-generational change.

#### Our Values - What do we believe in?

1. Community Focused
2. Respect and support for environment, culture and our people
3. Transparency and accountability
4. Working with Stakeholders to plan and actively share responsibility for improving sustainable service provision for community
5. Providing a safe and healthy working environment

### CONDITIONS OF EMPLOYMENT

The conditions of employment for this position are in accordance with the *Northern Peninsula Area Regional Council Certified Agreement 2019*, the *Queensland Local Government Industry (Stream B) Award – State 2017*, Council's policies and procedures, Council's Code of Conduct and other legislative requirements.

### WORK HEALTH AND SAFETY RESPONSIBILITIES

The employee shall comply, so far as is practicable, with:

- the *Work Health and Safety Act 2011* and associated Regulations and Codes of Practice
- Council's Workplace Health and Safety Policies and Procedures
- instructions given by their Manager in respect of the Health and Safety of themselves and the Health and Safety of other persons

The employee is responsible for ensuring Council's WH&S Systems are implemented within their area of responsibility.

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### PRIMARY OBJECTIVE OF POSITION

This position will undertake a range of operational, maintenance and construction tasks relating to water, sewerage and drainage matter in a professional, safe and efficient manner and in accordance with Council's Operational Plan and Budget.

### KEY ACCOUNTABILITIES

Duties and responsibilities include but are not limited to:

1. Undertake plumbing and drainage works associated with the construction, maintenance and operation of Council's assets
2. Organise and coordinate assigned tasks including allocation of resources
3. Provide accurate technical advice relating to plumbing and drainage works to both internal and external customers
4. Engage and supervise external plumbers when required.
5. Ensure all work tasks are recorded in line with Council procedures to meet regulatory requirements
6. Ensure all work complies with building codes, installation requirements and relevant legislation
7. Ensure all plant defects are recorded promptly and on weekly plant reports
8. Supervise and provide appropriate on the job training to apprentices
9. Ensure timesheets are accurate and completed weekly
10. Participate as a member of Council's multi-skilled workforce and undertake other duties including labouring as required by operational activities or as directed by the Building Manager.

### SELECTION CRITERIA

#### *Essential*

- Hold a Trade qualifications in Plumbing and Draining
- Licensed Plumber and Drainer
- Current Queensland 'HR' Class Driver's Licence
- Current General Construction Induction Card
- Current Tetanus, Hepatitis A and Hepatitis B immunisations (or willing to obtain).
- Gas fitting certification

#### *Desirable*

- Other relevant trade qualifications (backflow prevention, restricted electrical, solar & heat pump)
- Plant operator certificates of competency
- Confined Spaces Entry certificate.



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### POSITION DESCRIPTION

We agree that this Position Description accurately reflects the role.

Employee Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Print)

Manager Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Print)

Exec. Manager Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Print)