



Northern Peninsula Area Regional Council

Employment Opportunity

Carpenter Supervisor

The Northern Peninsula Area Regional Council's mission is to support the provision of high standard local government services and economic growth of the Northern Peninsula Area through the sustainable use, development and management of land, water and native vegetation resources, whilst protecting the rights and interests of both the individual and the communities.

Employment Opportunity

Northern Peninsula Area Regional Council (NPARC) is seeking applications from suitably qualified, motivated, and experienced individuals for the position of Carpenter Supervisor

The primary purpose of the position is to supervise and display leadership within the carpentry team and coordinate delivery of building, maintenance and construction activities in order to maximise project profitability and ensure Council satisfaction.

The position supervises various field staff, along with the daily project planning and delivery activities in order meet quality and value-for-money expectations in a professional, safe and efficient Manner and in accordance with Councils Operational Plan and Budget.

Key duties and responsibilities will include:

- Managing and co-ordinating the physical carpentry team on daily jobs, projects, in a large or complex depot or a number of medium sized site(s)
- Proactively manage the work performance and personal conduct of your staff
- Show strong example of leadership toward staff
- Organise tool box meetings and action plans from tool box meetings
- Ensure quality and cost effective carpentry and building construction is delivered on behalf of Council
- Conducting site scoping of works, preparing accurate material lists and timely estimates to meet construction/maintenance programs.

- Assisting in the planning and delivery of projects through the efficient supervision of field staff and subcontractors and through the application of legislation, regulations, practices and policies related to the building construction, maintenance and engineering industries.
- Providing a level of supervisory services and contract administration in respect to the delivery of construction, maintenance and upgrade work undertaken by Council.
- Provide Fortnightly reports detailing carpentry work undertaken and staffing
- Ensure a healthy and safe work environment is maintained on worksites, ensuring compliance with current human resource practices and principles.
- Undertaking Workplace Health and Safety audits of jobs to ensure compliance with Council's Safety Management System and associated Key Performance Indicators.
- 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.
- Assist with other fuel related activities including receiving fuel from barge, decanting bridger vehicle, filling trucks and conducting quality checks as required
- Conduct all duties in strict accordance with the Council Airport operations policies and operating procedures
- Other duties as directed by Management associated with the efficient operations of a remote aerodrome.

In return for your valued contribution, you will be rewarded with:

- **Permanent Fulltime 83**
- **\$83,091 – \$96,706 per annum (Depending on skills; Quals and Experience)**
- **38 hours per week**
- **5 Weeks Annual Leave**
- **12 Days sick leave per annum**
- **Cultural Learning and development opportunities**
- **Employee Assistance Program**

The successful applicant will have:

Essentials

1. Qualification (essential)

- Hold a Trade qualifications in Carpentry or related trade
- Current Queensland 'C' Class manual Driver's Licence
- Current General Construction Induction Card

2. Skills and Experience (essential and/or desirable)

- Other relevant trade qualifications
- Plant operator certificates of competency
- Confined Spaces Entry certificate.
- Working at Heights Certificate

Are you ready to catapult your career?

For us to assess if you're the one we are searching for, it is mandatory that you submit your Resume, a Cover Letter and a Full statement of claims addressing the Selection Criteria and submit your application to hradvisor@nparc.qld.gov.au

The selection criteria can also be found on the Position Description, available to be downloaded from the vacancy on Council's website.

You may also contact the Human Resources Department on 07 40486613 and/or 07 40486614 for more information.

Pre-Employment Screening:

Please note, prior to an offer of employment being made, recommended candidates will be required to undertake a medical assessment (including drug and alcohol testing). Council may also complete a range of other pre-employment checks, such as references, employment history checks, working with children checks or a criminal history check.

Applications Close: Wednesday 4th October 2023