



POSITION DESCRIPTION

SENIOR PLUMBER

Position Number:	722	Location:	Cunnamulla
Award:	Queensland Local Government Industry Award (Stream C) – State 2017		
Certified Agreement:	Paroo Shire Council – Operational Staff Certified Agreement 2021-2024		
Classification Level:	BT2	Employment Type:	Permanent Full Time
Department / Team:	Infrastructure / Utilities		
Reports to:	Town Services Coordinator	Supervises:	1-2 direct reports

Our Values

In making and implementing our decisions we will be guided by the principles of *integrity, efficiency and continuous improvement* and exhibit the following values:

- P – Pride
- A – Accountability
- R – Respect
- O – Open and Transparent
- O – Opportunities for Employment
- S – Safety
- C – Commitment



Position Objectives

The Senior Plumber is responsible for installing, maintaining and repairing water, wastewater and storm water constructions using strong technical and trade skills in a customer service focused environment. The position provides leadership to the Plumber and Apprentice Plumber through coaching and mentoring.

Key Responsibilities

- Manage day-to-day water, sewerage and storm water activities including repairs, maintenance and improvements.
- Oversee the day-to-day operations of the Plumber and Apprentice Plumber, and ensure tasks are completed as per operational requirements.
- Model safe and healthy workplace behaviour and ensure all procedures and safe work methods relating to work are being undertaken.
- Maintain quality document control on site, including but not limited to: Employee timesheets, Safe Work Method Statements, Risk assessments, JSAs, Take 5's, Hazard inspections, Safe Operating Procedures, Daily Diaries, Plant pre-starts.
- Carry out construction and installation of water and sewer assets to the approved standard.
- Operate and maintain all water and sewer infrastructure to the approved standard.
- Assist with the day-to-day running of the Wastewater Treatment Plant.
- Assist with the maintenance of Water and Wastewater Treatment Plant and the management of reticulation and maintenance of operations.
- Provide technical advice to employees in the maintenance and operation of reticulation schemes.
- Assist with municipal swimming pool maintenance, as required and notify the Supervisor of stock consumption and requirements.
- Participate in on-call and overtime roster on a rotational basis.

- Develop Private Works quotes and submit for approval.
- Participate in training, exercises and response to Disaster Management and Recovery.
- Ensure security, care and maintenance of allocated tools, materials, plant and vehicles.
- Communicate clearly with Council teams and community stakeholders on matters relating to water, wastewater and storm water and always represent Council positively and professionally.
- Contribute to the development, documentation and continuous review of work practices, procedures, policies and systems.
- Actively participate in identifying, recommending, developing and implementing measures through which allocated tasks and responsibilities may be carried out more effectively and efficiently.
- Undertake other relevant duties as directed, consistent with skills, competency, training and level.

Qualifications, Skills and Experience

Essential

- Trade qualifications in Plumbing and Drainage.
 - QBCC Plumbing and Drainage licence or ability to acquire.
 - Backflow prevention accreditation or ability to acquire.
 - 'C' Class Queensland Drivers Licence or higher.
 - Construction Safety Induction Card (White Card).
 - Hold or obtain a Working with Children 'Blue Card'.
 - Pre-Employment Health Assessment and National Police Check prior to appointment.
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- Demonstrated experience in water, wastewater and storm water maintenance, systems and associated legislation.
 - Ability to lead and direct a small work team.
 - Demonstrated ability to work under minimal supervision to manage and meet timeframes and deadlines and be capable of carrying out the physical requirements of the position.
 - Sound written and verbal communication, literacy, numeracy and computer skills, including prior experience in the use of Microsoft Office and ability to quickly acquire working knowledge of Paroo Shire Council systems.
 - Flexibility to work hours as operationally required to complete works and the ability to undertake work outside of normal business hours including participating in an on-call roster.

Desirable

- "HR" Class Queensland Drivers Licence.
- Other relevant trade qualifications e.g. restricted electrical, solar and heat pump.
- First Aid and CPR Certificate.
- Confined Space Entry Certificate.
- Experience in use of job costing processes and estimating for private works.

Corporate Accountabilities

- Demonstrated commitment to apply and adhere with Council's Policies and Procedures and Local Government Act 2009, including but not limited to Council's Code of Conduct, Work Health and Safety Policy and Anti-Discrimination Policy.
- Capable of carrying out the physical and inherent requirements of the position and being flexible and adaptable to meet the requirements of the position.
- Maintain a positive team culture based on honesty, trust and integrity.
- Perform jobs, tasks and processes in accordance with relevant guidelines and standards.
- Maintain confidentiality of Council information obtained during the course of employment.
- Operate and maintain Council assets including equipment, plant and fleet within Council guidelines and manufacturers' specifications.
- Foster and maintain strong stakeholder relationships directly or indirectly associated with Council.
- Provide consistent and timely customer services to our colleagues and communities.

Work Health and Safety

- Apply Council policies and procedures in everyday work activities to assist Council in ensuring a safe work environment and to meet the standards imposed by any relevant safety legislation as required by Queensland’s Work Health and Safety Act 2011.
- Maintain a positive attitude towards acquiring an understanding of work health and safety (WHS) legislation, including Council WHS policies and procedures and foster and maintain a positive attitude towards WHS within the individual work teams.

Position Description Acceptance

I agree and accept all terms, conditions and duties outlined in this document.

Employee Name: _____

Employee Signature: _____ Date: _____