

# POSITION DESCRIPTION



**We Value:** **Respect** | **Communication** | **Fun & Humour** | **Pride** | **Trust** | **Teamwork**

## POSITION DETAILS

<b>POSITION TITLE</b>	<b>Apprentice Plumber</b>
<b>DEPARTMENT</b>	Engineering Services
<b>POSITION STATUS</b>	Permanent Full-time for duration of Apprenticeship
<b>AWARD</b>	Queensland Local Government Industry (Stream C) Award – State 2017
<b>CLASSIFICATION</b>	In accordance with Training Wage Award – State 2012
<b>REPORTS TO</b>	Water and Sewerage Supervisor
<b>DELEGATIONS</b>	As per Council's Delegation of Authority Register

## QUILPIE SHIRE COUNCIL VALUES

Everything Council does is underpinned by its values which define the culture of the Organisation and the behaviours that shape our interaction with the community and each other. Our values are **Respect; Communication; Fun and Humour; Pride; Trust and Teamwork.**

## POSITION OBJECTIVE / OVERVIEW

To assist in the repair, maintenance and construction of Council's plumbing, water and sewerage infrastructure including housing and other private works while successfully completing a Certificate III in Plumbing.

## KEY ACCOUNTABILITIES / DUTIES

1. Assist in the repair, maintenance and construction of Council's plumbing, water and sewerage infrastructure;
2. Properly maintain materials, tools and equipment;
3. Assist in cleaning and keeping the plumbing sheds, equipment and surrounds tidy;
4. Assist with maintaining daily records of plant, labour and materials used;
5. Always apply OSH principles and practices within the work environment and ensure compliance with protective clothing equipment requirements at all times; and
6. Other reasonable duties as directed by the Water and Sewerage Supervisor or Director of Engineering Services.

## QUALIFICATIONS, KNOWLEDGE, SKILLS and EXPERIENCE

### Essential

- Completion of year 10 school certificate;
- Sound language, literacy and numeracy skills to enable successful completion of a Certificate III in Plumbing;
- Current General Construction Induction Card;
- Enthusiasm to learn new knowledge and skills;
- Demonstrated ability to work effectively in a team and take direction;
- Ability to carry out a physical role; and
- Current Tetanus, Hepatitis A and Hepatitis B immunisations (or willing to obtain).

### Desirable

- Current Queensland 'C' or 'MR' Class Driver's Licence (or ability to obtain).

## **WORK ENVIRONMENT and PHYSICAL DEMANDS**

---

Work duties are primarily performed in an outdoors environment and regularly exposed to changing weather conditions. Accordingly, the position requires the capability to work outdoors particularly in the hot and humid local climate. The position also requires the physical capability to perform manual labouring tasks that require the full range of human movement such as climbing, shoveling, lifting, bending, twisting, pushing, squatting, reaching and stretching.

This position is contingent on attendance and participation in all classes at an approved TAFE college as required in accordance with TAFE policies and regulations, as well as participating in all on the job training activities.

In addition, the incumbent is required to obtain all necessary plant operator tickets and licenses required to undertake the role.

## **ORGANISATIONAL ACCOUNTABILITIES**

---

In addition to the key duties and responsibilities, the position incumbent is responsible and accountable for adhering to Council's Employee Code of Conduct, all Council policies and procedures, legislative requirements and supporting Council's overall Corporate Plan and objectives including our commitment to Workplace Health and Safety.

This position description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of employees assigned to the role.

While this position description covers the key areas of responsibilities, day to day tasks and responsibilities may vary and be in addition to those listed above (reasonably within the limits of the employee's skills, competence and training).

## **ACKNOWLEDGMENT**

---

I hereby agree to abide by all Council's corporate requirements including policies and procedures and acknowledge that this position description outlines the overall responsibilities and duties that are to be carried out as part of this role of which I agree to perform to the best of my ability.

<b>Signature of Employee</b>	
<b>Print Name</b>	
<b>Date</b>	/ /