



POSITION DESCRIPTION

Plumber

Position Title	Plumber
Position Number	3029
Directorate	Works and Environmental Services
Reports To	Water and Sewer Supervisor
Award Level	BT1 – BT3

Position Objective

Conduct plumbing and drainage activities within Cloncurry Shire, both routine and unscheduled. Ensure all Council water and waste water mains, reticulation and associated infrastructure are maintained or replaced to avoid disruption of service to the residents of Cloncurry.

Conduct plumbing inspections as required in accordance with legislation and industry standards.

Key Responsibilities

The following outlines the general duties and responsibilities of the position, but is not all encompassing:

- Perform daily plumbing activities both routine and unscheduled;
- Provide a high level of training and mentoring to Council's apprentices, trainees or work experience students as required;
- Work with the Water and Sewer Supervisor to assist in the preparation of fortnightly works programs;
- Undertake regular inspections of the water and sewerage systems and correct defects and/or inadequacies as directed in accordance with established priorities;
- Perform plumbing inspections on behalf of Council and clients;
- Assist in the preparation of materials, and quantities lists for water and sewerage main construction or major maintenance works;
- Assist the Supervisor by participating in the design of water and sewerage mains and other infrastructure to the extent of knowledge and experience gained through training and in the field;
- Monitor the progress, quality and cost of various activities undertaken within the area of responsibility and report to the Supervisor;
- Liaise with the Water and Sewer Supervisor and Works Manager for the allocation of plant, labour and associated resources necessary to complete the various activities within the responsibility of the position;
- Attend to enquiries and complaints from the general public in relation to plumbing related issues;
- Liaise with other Council departments and external service providers in relation to the location of services;
- Attend training and meetings as directed by the Water and Sewer Supervisor;
- Organise and work with other external contractors as required and within delegated authority;

- Identify and recommend improvements that would facilitate better services to the residents of Cloncurry Shire or would improve efficiency and reduce costs within the area of responsibility or other areas of Council's operations;
- Ensure complete records are maintained on a regular basis relevant to the position as per Council's Record Keeping Policy, procedures and relevant legislative requirements;
- Perform weekend work as rostered;
- Other duties as reasonably expected within the scope of the position.

Key Attributes and Experience

- Possess demonstrated, well developed communication and interpersonal skills;
- Have effective time management skills;
- Demonstrated ability to work independently with minimal supervision and perform well within the immediate work team and across Council as a whole;
- Demonstrated literacy and numeracy skills;
- Demonstrated problem solving skills with the ability to make accurate, on the spot decisions;
- Have, demonstrated knowledge of plumbing and drainage requirements related to urban water and sewerage reticulation systems.
- Have a demonstrated knowledge of local government practices, policies and procedures or the ability to quickly acquire;
- Have demonstrated knowledge of Workplace Health & Safety practices and its application in the workplace; and
- Have demonstrated knowledge of plumbing standards and associated legislation.

Qualifications

- Must hold and maintain an unrestricted LR Class driver's licence;
- Open QBCC licence is essential;
- Minimum Certificate III in Plumbing (Trade Qualification);
- Must have or acquire before commencement a Construction White Card;
- Possess Confined Spaces Certification;
- Possess Backflow Prevention Certification;
- Possess Thermostatic Mixing Valves Certification; and
- Backhoe Operator ticket and/or skid steer loader ticket (highly desirable).

Workplace Health and Safety Obligations for Employees and Officers

All Cloncurry Shire Council employees have an obligation to uphold workplace health and safety when working for the Council. Under Section 28 of the Work Health and Safety Act 2011("Act") an employee shall:

- take reasonable care for his or her own health and safety; and
- take reasonable care that his or her acts or omissions do not adversely affect the health and safety of other persons; and
- comply, so far as the worker is reasonably able, with any reasonable instruction that is given by the person conducting the business or undertaking to allow the person to comply with this Act; and
- cooperate with any reasonable policy or procedure of the person conducting the business or undertaking relating to health or safety at the workplace that has been notified to workers.

All employees of the Cloncurry Shire Council will be required to uphold the obligations mentioned above. Additionally, any specific workplace health and safety issues that pertain to the type of work being performed including due diligence as outlined under section 27 of the Act.



Remuneration Schedule

Plumber

REMUNERATION SCHEDULE – SALARY AND CONDITIONS

Plumber

This schedule commences from _____ and remains in force unless varied in accordance with the provisions of the contract, Award, Certified Agreement or by agreement writing between the employee and Council.

The remuneration package will be inclusive of the following: -

1. Commencement salary shall be ranged between \$50,063 and \$53,389 per annum and in accordance with level BT1 – BT3 of the Certified Agreement. A higher salary (up to \$70,000) can be negotiated depending on registration, qualifications and experience.
2. Remote Area Housing Assistance allowance paid in addition to the salary as per the Certified Agreement and Council Policy (currently \$30 per week pro rata).
3. Local Government Industry Allowance paid in addition to the salary, as per the Certified Agreement (currently \$30 per week).
4. Overtime is available subject to approval before hours are worked or subject to emergency call out procedures.
5. Provision for a Rostered Day Off (RDO) per month, subject to sufficient accrual of entitlement. Accrued RDO's at any one time should not exceed five (5) days and is subject to conditions of Council's Certified Agreement.
6. Five (5) weeks annual leave per annum (plus 17.5% leave loading) subject to sufficient accrual of entitlement and generally becomes available after 12 months service. Annual leave at any one time should not exceed four (4) weeks and subject to conditions of Council's Certified Agreement.
7. Ordinary hours of work are 38 hours per week (40 hours less 2 hours for monthly RDO accrual). These hours are generally worked 7:00am to 3:30 pm Monday to Friday, with 30 minutes unpaid lunch break and a 20 minute paid morning "smoko" break, or as rostered.
8. The Council will make compulsory superannuation contributions on the employee's behalf to the Local Government Superannuation Scheme in accordance with the requirements of the *Local Government Act 2009*. The current rate is 9.5% of ordinary earnings. The employee will be liable to make contributions to the Local Government Superannuation Scheme in accordance with the requirements of the *Local Government Act 2009*. This involves the Council making a further contribution of 2.5% of the value of the employee's salary where the employee contributes 6% of the value of the employee's salary. The extra 6% employee contribution is voluntary at commencement but becomes compulsory after 12 months of employment.
9. Uniforms and protective clothing and equipment are to be provided in accordance with the relevant Council policies.
10. Other conditions as set out in the Queensland Local Government Industry Award State - 2017 and Council's Enterprise Bargaining Agreement.