

Fitter and Turner

POSITION DESCRIPTION

Position Number:	1640
Portfolio:	Corporate Services
Business Unit:	Financial Services
Team:	Procurement and Fleet Services
Position Status:	Permanent Full Time
Classification:	QLGIA (Stream C) Level C8
Reports To:	Supervisor Fleet
Revised:	August 2025

General Position Statement:

This position supports Council's direction by undertaking a wide range of mechanical maintenance and construction functions to ensure the proper operation of plant, equipment and other fixed assets in a professional manner both individually and as part of a multi-disciplined team.

Specific Responsibilities:

This position has the following responsibilities:

1. Perform a wide range of mechanical maintenance and construction functions for the proper operation of equipment including various mechanical, pneumatic and hydraulic equipment, pumps, combustion motors, road and stormwater assets, and fixed building equipment.
2. Work from drawings, sketches, prints or plans to fabricate or make items.
3. Design and fabricate minor non-engineered projects.
4. Undertake non-trade tasks incidental to work.
5. Provide information, both written and verbal, of work done for Asset Management & Cost recording.
6. Act as a role model for Council's Values and Behaviours at all times and display a high level of professional and ethical conduct.



7. Refer matters that may impact upon the business, Council and employees to the relevant Supervisor or Manager.
8. Undertake other relevant duties as directed, consistent with skills, competence and training.

Position Requirements:

Skills/Competencies

1. Ability to install, repair, maintain, test, modify, commission and fault find on complex plant and equipment that utilises hydraulic and/or pneumatic systems, including the interpretation of system diagrams and manuals.
2. Demonstrated skills in the use of MIG, TIG, Plasma Cutter, Oxy Acetylene, Stick Welder and operation of a lathe.
3. Good communication (oral and written) and interpersonal skills relevant to the position and strongly focused on the provision of quality customer service.
4. Sound knowledge of work practices and policies relevant to the team and industry.
5. Sound level of numeracy and literacy in order to read and carry out instruction and make simple reports.

Mandatory Qualifications, Licences and Experience

1. Recognised trade qualifications as a Mechanical Fitter and Turner and/or other related trade or industry skills.
2. Possess and maintain a current MR drivers licence.

Desirable Qualifications, Licences and Experience

1. Experience in the mechanical maintenance and construction fields.
2. Forklift Occupational Licence.
3. HR Class Drivers Licence.
4. General Construction Induction (White Card).

Actions

1. **Values and Behaviours** – Behaviour aligned with Council's Values and Behaviours.
2. **Customer Service** – Focus on our customer/s needs.
3. **Code of Conduct** – Behaviour aligned with Council's Code of Conduct.



4. **Safety** – Carry out your duties in a safe manner.
5. **Project Management** – Commit to Council's Project Management ethos.
6. **Human Rights** – Respect, protect and promote human rights in your decision-making and actions.

Physical Requirements

1. Ability to work in a workshop environment and at onsite locations.
2. Ability to legally operate a motor vehicle under a “MR” Class Licence.
3. Ability to complete a satisfactory Functional Capacity Evaluation.
4. Must be available to work the on-call roster if required.
5. Provision of a satisfactory Criminal History Check - Police Certificate (Australia Wide Name Only Police Check).
6. Ability to be immunised against Hepatitis A&B and Tetanus.
7. The work is intermittently heavy, with periods of prolonged standing, stooping and crouching. The tasks must be performed meticulously and accurately.
8. While all attempts of mechanisation have been implemented to limit manual handling, awkward work postures do exist whilst performing the inherent tasks of this position.
9. This position is classified as medium work. The Dictionary of Occupational Titles defines medium work as: “exerting 9 kilograms to 23 kilograms of force occasionally, or 4.5 kilograms to 11 kilograms of force frequently, or greater than negligible up to 4.5 kilograms of force constantly to move objects. Physical demand requirements are in excess of those for light work”.
10. During the course of normal duties the incumbent may be required to perform:
 - Constant dynamic standing/walking;
 - Walking uneven ground;
 - Climbing ladders; climbing in and out of trenches; climbing in and out of vehicles and plant machinery;
 - Frequent bilateral forward reaching;
 - Carrying and handling items up to 25kg occasionally and 35 kg rarely in the case of the whacker packer;
 - Repetitive and sustained bending and stooped positions;
 - Working in awkward postures, and occasionally in confined spaces;
 - Constant handling of equipment, tools and materials;



- Constant static and dynamic balance.

Delegations and Authorisations:

Financial, Administrative and HRM Delegations may be applicable to this position and are detailed in the Delegations Corporate Register.

Legislative Sub-Delegations and Authorisations may also be applicable to this position and are detailed in the external public registers. Both registers are available on Council's knowledge library.

