



Leading Hand Mechanical Fitter

POSITION DESCRIPTION

Position Number:	2934
Portfolio:	Infrastructure
Business Unit:	Water and Waste Operations
Team:	Water Supply & Sewerage Operations
Position Status:	Permanent Full Time
Classification:	QLGIA (Stream C) Level C7
Reports To:	Supervisor Mechanical Services
Revised:	April 2025

General Position Statement:

This position supports Council's direction by performing a wide range of mechanical maintenance and supervising lower classified officers that ensure the safe and efficient operation of the water and sewage treatment plants, pump stations, reservoirs, and other Livingstone Shire Council assets.

Specific Responsibilities:

This position has the following responsibilities:

1. Lead a crew to carry out maintenance on Council's mechanical water and sewerage assets.
2. Perform a wide range of maintenance functions and ensure the proper operation of equipment including chlorination equipment, mechanical, pneumatic and hydraulic equipment, pumps and motors.
3. Complete daily Work Management Reporting, including recording quality, safety, timesheets, material usage and Daily check sheets as required.
4. Obtain quotes for equipment and plant if required.
5. Make decisions and solve technical problems by reference to documented procedures, methods and standards and where not clearly defined exercise initiative and professional judgement as appropriate.



6. Refer matters that may impact upon the business, Council and employees to the relevant Supervisor or Manager.
7. Undertake tasks associated with the Capital Works Program, such as installing new or refurbishing existing water and sewerage mechanical infrastructure.
8. Assist in the forward planning and organisation of capital and maintenance jobs.
9. Comply with approved Council Policy and Procedures.
10. Act as a role model for Council's Values and Behaviours at all times and display a high level of professional and ethical conduct.
11. Undertake other relevant duties as directed, consistent with skills, competence and training.

Position Requirements:

Skills/Competencies

1. Experience in the operation and/or maintenance of process or heavy industrial equipment.
2. Ability to prioritise, plan and organise workloads and coordinate the work of others.
3. Able to work in a multi-disciplined team environment with the ability to liaise with other sections within Council, the public, contractors and consultants.
4. Good communication (oral and written) and interpersonal skills relevant to the position and strongly focused on the provision of quality customer service.
5. High level of organisational skills and ability to prioritise and coordinate a range of tasks to meet deadlines under minimal supervision.
6. Capable of safely accessing and working on all plant maintained by the Maintenance Unit including during emergency response to critical failures, and high risk activities (working at heights, confined spaces etc).
7. Working knowledge of relevant statutory and legislative requirements relevant to the unit.

Mandatory Qualifications, Licences and Experience

1. A recognised and appropriate mechanical trade (e.g. Fitter and Turner).
2. 36 points in addition to C10 (Trade Qualification) obtained through post trade training with a registered training provider, or completed competency assessment in line with NMECS Implementation Guide, or recognition of prior learning and/or overseas qualifications.
3. Construction Industry Induction (White Card).
4. Possess and maintain a current motor vehicle drivers licence.

Desirable Qualifications, Licences and Experience

1. Experience in a local government environment.
2. Experience in Water/Wastewater Treatment Facilities or major pumping systems.



3. Confined Space Certificate and operate breathing apparatus.
4. Elevating Work Platform ticket.

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 an outdoor and/or office environment.
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.

