Electrician
POSITION DESCRIPTION



Position Number:	1283
Department:	Organisational Services
Section:	Fleet and Facilities
Unit:	Facilities
Position Status:	Permanent Full Time
Classification:	Level C10 to C7 - Rockhampton Regional Council External Employees Certified Agreement 2022
Reports To:	Supervisor Electrical Services
Revised:	June 2026

General Position Statement

This position supports Council's direction by performing a wide range of electrical construction, installation, maintenance, fault finding and testing activities through an asset management framework. These activities will ensure the safe and efficient operation of Council's assets. Providing technical experience in a professional, efficient and confidential manner ensuring the development of good working relationships with all staff and the public.

Specific Responsibilities

The successful candidate must be able to fulfil the following position responsibilities.

- Work under general supervision and as part of a multi-disciplined team of electricians.
- Carry out electrical installation, breakdown repairs, and statutory maintenance according to all relevant Australian standards, Electrical Safety Act and Regulations, and Codes of Practices through an asset management framework.
- Perform general electrical installation and maintenance work on Council assets.
- Carry out general electrical bench work and safety inspections.
- Solve technical problems by reference to procedures, documented methods and standards.
- Complete electrical project works in accordance with approved plans and specifications.
- Complete daily work management requirements, reporting and recording including work schedules, quality, safety documentation, times, estimates and material usage.
- Day to day planning and implementation of works, organising materials, reporting problems to the Supervisor and participating in task briefings and debriefings.
- Exercise initiative and professional judgement as appropriate where standard procedures are not clearly defined.
- Provide technical advice relating to the asset maintenance life cycles of various Council electrical asset classes.
- Contribute to the planning and design of building and/or maintenance projects.
- Utilise and reconcile corporate purchase cards to procure goods and services as required.
- Assist in the provision of on the job training.



- Work autonomously demonstrating good judgement, initiative and problem solving skills.
- Refer matters that may impact upon the business, Council and employees to the relevant Supervisor or Manager.
- Undertake other relevant duties as directed, consistent with skills, competence and training.

Position Requirements

Your suitability for this role will be assessed against the following competencies.

Skills/Competencies

- Demonstrated experience in using electrical/electronic test equipment (e.g. Insulation testers, multimeters, RCD testers, fault loop impedance meters) to carry out electrical testing, with recording of results manually and electronically.
- Experience in undertaking test and tagging procedures; carrying out plant investigations and electrical fault finding, and maintenance of various electrical installations/equipment.
- Understanding and implementation of plant maintenance practices and principles.
- Demonstrated ability to read and interpret plans, drawings and specifications for maintenance works and projects.
- Working knowledge of relevant statutory and legislative compliance requirements.
- Ability to work in and contribute to a multi-discipline team environment and demonstrated communication and interpersonal skills to allow for effective liaison with relevant Council staff, public, contractors and consultants, with a focus on the provision of quality customer service.
- Good communication (oral and written) and interpersonal skills relevant to the position and strongly focused on the provision of quality customer service.
- Understand and apply quality control techniques.
- Carry out maintenance and upgrades on works within the levels of authority and competence.
- Ability to contribute to a positive safety culture.
- Manage Risk – Ability to identify, understand and manage risks so that work can be delivered safely and to required standard.
- Teamwork and Collaboration – Ability to work together with others to achieve common goals both within immediate team and teams across Council.
- Time Management – Ability to plan and organise tasks/work to meet objectives of the role.
- Problem Solving – Ability to analyse problems by gathering information and develop a solution (in line with role responsibilities) or options and make a recommendation.
- Deliver Excellent Customer Service – Ability to meet customers' expectations around safety, time, cost and quality.
- Adaptable to change – Ability to adapt to changing work environments, technology, work priorities and organisational needs.
- Ability to effectively operate Council's computer systems including the Ci Anywhere Suite (R1 and ECM), Pathway and the MS Office Suite.

Qualifications

- Electrical Fitter and Electrical Mechanic qualifications or state-approved equivalent.
- Queensland Electrical Licence
- Hold a Construction Industry Induction (White Card).
- Work Safely at Heights Certificate.
- Switchboard Rescue and CPR Certificates.

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Desirable Qualifications and Experience

- Certificate III in Instrumentation and Control.
- Knowledge of PLC's and DMX systems including operation of user interfaces.
- High Voltage qualifications.
- ACMA data/ telecommunications cabling registration.
- Solar accreditation.
- Elevated Work Platform Licence.
- Hold or ability to acquire a Queensland Electrical Contracting Licence.
- First Aid Certificate.
- Enter Confined Space Certificate and operate breathing apparatus.

Behaviours

- *Customer Service* – Ensure service delivery and advice remain focused on Council's customers and community outcomes.
- *Safety* – Carry out your duties in a safe manner whilst ensuring the safety of your team members and customers, in accordance with Council's Health and Safety Duty Statements and associated safety policies / procedures.
- *Code of Conduct* – Act in accordance with Council's Code of Conduct.
- *Council Values* –Demonstrate behaviours aligned to Council's values: *One Team, Accountable, Customer Focused, Continuous Improvement and People Development.*

Work Environment and Physical Demands

- This position is an outdoor role and will require the employee to carry out physical tasks which may include manual handling of up to 30kg, repetitive bending, kneeling, twisting and/or squatting, working in confined spaces, and working at heights.
- Should the requirement to work in confined spaces or wear a breathing apparatus be a requirement of this role, the absence of facial hair below eye level is necessary to ensure an appropriate facial seal when using routine or emergency breathing apparatus.
- For plant operations there is a maximum seat rating for tip trucks of 120kg and Semi tippers of 150kg.

Additional Requirements

- Ability to work in an office and outdoor environment.
- Ability to legally operate a motor vehicle under a "C" Class Licence.
- A willingness to undertake a Functional Capacity Evaluation to satisfy the inherent physical requirements of the position.
- Ability to work on an 'on call' roster including after hours and weekends if required.
- Provision of a satisfactory Criminal History Check - Police Certificate (Australia Wide Name Only Police Check).
- Ability to be immunised in accordance with Council's Occupational Risks and Immunisation Register.

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Delegations and Authorisations

Financial, Administrative and Corporate 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 Intranet.

Acknowledgement

This job 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.

Authorised By:	Manager
Signature:	
Date:	
Employee Name:	
Employee Signature:	
Date:	