

Plumber

POSITION DESCRIPTION



Position Number:	3875
Department:	Organisational Services
Section:	Fleet and Facilities
Unit:	Facilities Services
Position Status:	Permanent Full Time
Classification:	Building Trades Award Level BT2 - Rockhampton Regional Council External Employees Certified Agreement 2022
Reports To:	Supervisor Building and Maintenance
Revised:	September 2026

General Position Statement

This position supports Council's direction by providing plumbing services on Council assets across the Rockhampton Region including planned PM, corrective and reactive maintenance works as well as minor capital projects. Services should be delivered 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.

- Perform a wide range of plumbing and drainage works for both planned works and reactive maintenance on Council assets.
- Carry out plumbing installation, statutory maintenance and breakdown repairs, according to all relevant Australian standards, Plumbing and Drainage Safety Act and Regulations, and Codes of Practices.
- Complete plumbing project works in accordance with approved plans and specifications.
- Obtain quotes for equipment, material and plant where required for scope of works.
- Exercise initiative and professional judgement as appropriate where standard procedures are not clearly defined.
- Day to day planning and implementation of works, reporting problems to the Supervisor and participating in task briefings and debriefings.
- Solve technical problems by reference to procedures, documented methods and standards.
- Provide technical plumbing and drainage advice relating to the asset maintenance life cycles of various Council asset.
- Complete daily work management reporting and recording including quality, safety, times and material usage.
- Carry out various tasks that may include manual labour, excavation and the use of various small plant and machinery.
- Ability to effectively and efficiently plan, coordinate and undertake works through the use of a scheduling tool daily to meet deadlines of priority works.
- Ability to interpret detailed construction plans, drawings and associated scopes of works.

Plumber

POSITION DESCRIPTION



- The ability to plan and deliver works including but not limited to; site layouts, material take off lists, create project schedules, investigate and create detailed scope of works and submit necessary plans as required.
- 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.
- Refer matters that may impact upon the business, Council and employees to the relevant Team Leader, Supervisor/Curator, Coordinator 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

- Perform a wide range of plumbing and drainage works for both planned works and reactive maintenance on Council assets.
- Carry out plumbing installation, statutory maintenance and breakdown repairs, according to all relevant Australian standards, Plumbing and Drainage Safety Act and Regulations, and Codes of Practices.
- Complete plumbing project works in accordance with approved plans and specifications.
- Obtain quotes for equipment, material and plant where required for scope of works.
- Exercise initiative and professional judgement as appropriate where standard procedures are not clearly defined.
- Day to day planning and implementation of works, reporting problems to the Supervisor and participating in task briefings and debriefings.
- Solve technical problems by reference to procedures, documented methods and standards.
- Provide technical plumbing and drainage advice relating to the asset maintenance life cycles of various Council asset.
- Complete daily work management reporting and recording including quality, safety, times and material usage.
- Carry out various tasks that may include manual labour, excavation and the use of various small plant and machinery.
- Ability to effectively and efficiently plan, coordinate and undertake works through the use of a scheduling tool daily to meet deadlines of priority works.
- Ability to interpret detailed construction plans, drawings and associated scopes of works.
- The ability to plan and deliver works including but not limited to; site layouts, material take off lists, create project schedules, investigate and create detailed scope of works and submit necessary plans as required.
- 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.
- Refer matters that may impact upon the business, Council and employees to the relevant Team Leader, Supervisor/Curator, Coordinator or Manager.
- Undertake other relevant duties as directed, consistent with skills, competence and training.
- Ability to effectively operate Council's computer systems including the Ci Anywhere Suite (R1 and ECM), Pathway, MS Office Suite and the use of an Ipad.

Plumber

POSITION DESCRIPTION



Qualifications

- Trade qualification in Plumbing and Drainers licence.
- Hold a Construction Industry Induction (White Card).
- QBCC license holder- to undertake plumbing and drainage works.

Desirable Qualifications and Experience

- Experience in a local government environment.
- Work Safely at Heights Certificate.
- Enter Confined Space Certificate and operate breathing apparatus.
- First Aid Certificate.

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 20kg, repetitive bending, kneeling, twisting and/or squatting, working in confined spaces, and working at heights, 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.

Additional Requirements

- Ability to work in an office and outdoor environment.
- Ability to work on an 'on call' roster including after hours and weekends.
- 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.
- 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.

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.

Plumber

POSITION DESCRIPTION



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:	