

Welder / Fabricator

POSITION DESCRIPTION



Position Number:	1850
Department:	Organisational Services
Section:	Fleet and Facilities
Unit:	Fleet Services
Position Status:	Fixed Term Full Time
Classification:	Level C10 - C7 - Rockhampton Regional Council Certified Agreement 2022 – External Employees
Reports To:	Supervisor Fitting and Fabrication
Revised:	May 2026

General Position Statement

This position supports Council's direction by undertaking a range of maintenance, fabrication and manufacturing tasks in the light engineering field in a professional manner both individually and as part of a multi-disciplined team.

Performance standards and expectations relating to this position will be detailed in the individual performance plan.

Specific Responsibilities

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

- Carry out general fabrication and construction of engineered structures.
- Maintain and repair a wide range of plant and equipment for this trade field.
- Design and fabrication of minor non-engineered items.
- Carry out forge work including shaping and tempering of metals.
- Mark-out and fabricate mild steel pipe work.
- Work from production drawings, prints or plans to develop items.
- Identify improvements in work practices and systems in carrying out all fitting and fabrication work including identifying quality process variations, ensuring tasks meet quality specifications, and complete relevant Quality Assurance forms.
- 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.

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Position Requirements

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

Skills/Competencies

- Experience in the repair and maintenance of earthmoving equipment and the fabrication and construction of structures.
- Sound knowledge of work practices and policies relevant to the unit.
- Possess good practical knowledge of workplace health and safety requirements in workshop and construction site environments, including risk assessment.
- Communicate Effectively – Ability to communicate with others verbally and in writing to meet requirements of the role.
- Teamwork and Collaboration – Ability to work together with others to achieve common goals both within immediate team and teams across Council.
- 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

- Recognised trade qualifications in Welding/Fabrication or Boiler making.

Desirable Qualifications and Experience

- Work Safely at Heights Certificate.
- Ability to legally operate a motor vehicle under a "HR" Class Licence.

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/indoor 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 be a mandatory 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.

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Additional Requirements

- Ability to work in an outdoor environment.
- Ability to legally operate a motor vehicle under a “C” Class Licence.
- Ability to complete or willingness to learn to complete online training and electronic timesheets.
- Ability 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 against Hepatitis A&B and Tetanus.
- The work is intermittently heavy, with periods of prolonged standing, stooping and crouching. The tasks must be performed meticulously and accurately.
- Ability to handle items of varying weight.

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:	