

Fitter and Turner

POSITION DESCRIPTION



Position Number:	1641
Department:	Organisational Services
Section:	Fleet & Facilities
Unit:	Fleet Services
Position Status:	Permanent Full Time
Classification:	Level C10 – C7 Tradesperson - Rockhampton Regional Council Certified Agreement 2022 – External Employees
Reports To:	Supervisor - Fitting and Fabrication
Revised:	November 2025

General Position Statement

This position supports Council's direction by conducting a wide range of mechanical maintenance activities in a professional manner, both individually and as part of a multi-disciplined team, to ensure the proper & safe operation of plant and equipment.

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:

- Perform a wide range of mechanical maintenance activities to ensure the proper and safe operation of plant and equipment including, various mechanical, pneumatic and hydraulic equipment, pumps, combustion motors, and mowing and street sweeping plant
- Work from drawings, prints or plans to develop items
- Design and fabrication of minor non-engineered items
- Undertake non-trade tasks incidental to work
- Provide information of work done for asset management recording
- 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

Fitter and Turner

POSITION DESCRIPTION



Position Requirements

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

Skills/Competencies

- Experience in the mechanical maintenance and construction fields.
- Ability to install, repair, maintain, test, modify, commission and fault find on simple to complex plant and equipment that utilises hydraulic and/or pneumatic systems, including the interpretation of system diagrams and manuals.
- Undertake fabrication and machining of metal components.
- Good communication (oral and written) and interpersonal skills relevant to the position and strongly focused on the provision of quality customer service.
- Sound knowledge of work practices and policies relevant to the maintenance of mechanical plant & equipment
- Possess good practical knowledge of workplace health and safety requirements in a workshop environment, including risk assessment.
- Sound level of numeracy and literacy in order to read and carry out instructions and make simple reports.
- 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.
- Decision Making – Ability to use sound judgement to make the best decision based on information gathered and analysed within the boundaries of the role.
- Deliver Excellent Customer Service – Ability to meet customers' expectations around safety, time, cost and quality.
- Focus on Continuous Improvement – Ability to identify opportunities to enhance team effectiveness and improve team's customers' experience.
- Adaptable to change – Ability to adapt to changing work environments, technology, work priorities and organisational needs.

Qualifications

- Trade qualification as Mechanical Fitter & Turner (or related discipline) and demonstrated experience in the maintenance & repair of mechanical plant & equipment.

Desirable Qualifications and Experience

- Ability to obtain a forklift licence.
- Construction Industry Induction (White Card).

Behaviours

- *Customer Service* – Ensure that you are focused on our customer/s when carrying out your responsibilities.
- *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* – Ensure that your behaviour is aligned with the Code of Conduct.
- *Council Values* – Ensure that your behaviour is aligned with the values statement adopted by Council.

Fitter and Turner

POSITION DESCRIPTION



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 25kg, repetitive bending, kneeling, twisting and/or squatting, working in confined spaces, and working at heights.

Additional Requirements

- Ability to work in an 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 be immunised against Hepatitis A&B and Tetanus.
- Provision of a satisfactory Criminal History Check - Police Certificate (Australia Wide Name Only Police Check).
- Ability to handle items of varying weight.

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 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:	
Signature:	
Date:	
Employee Name:	
Employee Signature:	
Date:	