

Electrician POSITION DESCRIPTION



Position Number:	1461, 1463, 3476, 2602, 3586
Department:	Regional Services
Section:	Fitzroy River Water
Unit:	Mechanical, Electrical and General Maintenance
Position Status:	Permanent Full Time
Classification:	Level C6 – C10 - Rockhampton Regional Council Certified Agreement 2022 – External Employees
Reports To:	Supervisor Electrical Maintenance
Revised:	March 2025

General Position Statement

This position supports Council's direction by performing a wide range of electrical, communications and process control equipment maintenance that will ensure the safe and efficient operation of the water and sewage treatment plants, pump stations, reservoirs, and other Fitzroy River Water assets.

Specific Responsibilities

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

- Perform general electrical installation and maintenance work.
- Provide electrical maintenance on various Fitzroy River Water assets.
- Carry out general electrical bench work and safety inspections.
- Solve technical problems by reference to procedures, documented methods and standards.
- Install, maintain and provide technical support for process control systems and communications networks.
- Complete electrical project works in accordance with approved plans.
- Complete daily work management reporting, recording quality, safety, times and material usage.
- Complete all mandatory safety documentation as required for all tasks undertaken.
- Participate in "on call" roster after a period of familiarisation in the work environment.
- Obtain quotes for replacement components, equipment and plant as required.
- Exercise initiative and professional judgement as appropriate where standard procedures are not clearly defined.
- Make decisions based on established routines, methods, standards and procedures.
- 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.

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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. multimeters, recorders, calibrators).
- Fault finding, resultant maintenance and carrying out plant investigations.
- Understanding and implementation of plant maintenance practices and principles.
- Knowledge of and ability to program, fault find and maintain radio telemetry systems.
- Ability to fault find and repair complex control systems.
- Knowledge of and ability to programme, fault find and maintain process control systems.
- Proven ability to work in a multi-disciplined team environment with the ability to liaise with other sections within Council, the public, contractors and consultants.
- Understand and apply quality control techniques.
- The ability to read and interpret plans and drawings.
- High level of organisational skills and ability to prioritise and coordinate a range of tasks to meet deadlines under minimal supervision.
- Working knowledge of relevant statutory and legislative requirements.
- Carry out maintenance and upgrades on works within the levels of authority and competence.
- 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.
- 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.
- Manage Risk – Ability to identify, understand and manage risks so that work can be delivered safely and to required standard.
- 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.

Qualifications

- Trade qualifications to operate as a registered Licensed Electrician in Queensland.
- Low voltage switchboard Rescue / CPR.
- Hold a Construction Industry Induction (White Card).
- To be eligible for C6 - 48 points in additional 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.
- Certificate III Instrumentation and Control (UEE31220) or willingness to obtain as part of a structured training plan.

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Desirable Qualifications and Experience

- Enter Confined Space Certification and operate breathing apparatus.
- Knowledge of Programmable Logic Controller's (PLCs).
- Knowledge and experience working with SCADA systems.
- First Aid Certificate.
- Elevated Work Platform.
- Working at heights.
- MR Truck Licence.
- HV switching operator.

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. *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, 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.

Additional Requirements

- Ability to work in an outdoor environment.
- Ability to legally operate a motor vehicle under a "C" Class Licence (minimum provisional).
- 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 against Hepatitis A&B and Tetanus.

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.

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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:	