



PORMPURAAW

ABORIGINALSHIRE COUNCIL

Senior Plumber

APPLICATION PACKAGE 2024



Senior Plumber

Pormpuraaw is on the west coast of Cape York, about 500 kilometers from the tip of Australia, just south of the Edward River. It is the home of the Thaayore, Wik, Bakanh and Yir Yoront People. Pormpuraaw is a beautiful community that is well known for its coastal location, magnificent sunsets, and abundant fishing experiences.

Reporting to the Executive Manager of Operations, the Senior Plumber is responsible for the efficient and effective operation of our Plumbing department.

Based in the beautiful seaside community of Pormpuraaw, the ideal person for the role will enjoy managing our water and sewer infrastructure and take a hands-on approach to leading the plumbing team.

Skills / Experience Required:

To be successful in this role you must have:

1. Demonstrated extensive background working in plumbing and with legislative requirements.
2. Demonstrated ability to provide sound and reliable technical advice to council.
3. Demonstrated ability to oversee the daily operations and maintenance of the water reticulation infrastructure and wastewater infrastructure.
4. Demonstrate experience managing water operations in line with the Drinking water quality standards.
5. Demonstrated experience in undertaking compliance inspections of sanitary plumbing and drainage installations.
6. Sound experience and knowledge in the supervision and coordination of staff
7. Detailed knowledge and experience in the laying of water and sewer pipes and residential plumbing
8. Sound computer skills, ability to email and use Microsoft word and excel

Applications close Monday, Friday the 20th of September 2024

About Council

Pormpuraaw is on the west coast of Cape York about 500 kilometers from the tip of Australia, just south of the Edward River. It is the home of the Thaayore, Wik, Bakanh and Yir Yoront People.

In 1986 the Pormpuraaw Aboriginal Community Council gained title to the area by way of a Deed of Grant in Trust (DOGIT). This enabled the council to have full local government authority over the trust area of 466,198 hectares. In 2004 Pormpuraaw Aboriginal Community Council became a Shire Council incorporated under the Local Government (Community Government Areas) Act 2004.

Council has developed a set of values which guides the work of all employees:

A Strong Community

Council will strengthen the capacity and resilience of Pormpuraaw Community through partnerships with the Community, business, government and non-government sector groups in pursuing positive social, economic and environmental outcomes.

Excellence

Council and staff will strive for innovation, continuous improvement and long-term success in management and leadership practice, strategic planning and the performance of Council systems.

Accountability

Council is accountable to the Community and will conduct its affairs openly with integrity in consultation with Community, at the same time reflecting the highest level of democratic governance and public administration.

Fairness and Equity

Council recognizes and values the needs of different sectors and groups within its community and works in partnership with its valued volunteers, community-based agencies, State and Commonwealth departments to ensure needs are addressed in a planned and timely manner.

Welcoming Ideas

Council will actively encourage and seek the exchange of ideas and knowledge in finding creative solutions

Investing In the Future

Council will take a long-term view as a responsible steward of community assets and finances.

Location Profile

Pormpuraaw is an Aboriginal community situated on the west coast of Cape York Peninsula approximately halfway between Karumba and Weipa on the Edward River. It is 650 kilometres by road from Cairns about 500 kilometers from the tip of Australia.

Situated between two rivers, Pormpuraaw features terrific estuary fishing for barramundi, threadfin salmon, grunter, bream, and others. The nearby reefs also offer great fishing.

Pormpuraaw is the home of the Thaayore, Wik, Bakanh and Yir Yoront People. Many traditional arts and crafts are still practiced here, such as the weaving of dilly bags, dot painting, spear making and canoe carving. The Cultural centre houses many of these artefacts.

170 species of bird inhabit the sea, savannah and wetlands around Pormpuraaw. The bird population changes dramatically with the seasons as migratory birds come and go. Some locals are the crimson finch, star finch, brolga, sea eagle, hawk, and jabiru.



Living in Pormpuraaw

- Post Office
- Primary State School (Prep to Year 6) Child Care Centre
- Library
- Supermarket
- Regional Airport serviced by 2 Airlines weekdays
- Sports Club

Pormpuraaw is an alcohol managed community. It is prohibited to bring some types of alcohol into the community. (Fines apply) Alcohol can only be purchased and consumed at the Pormpuraaw United Brother's Sports Club.



Position Description

Reporting to the Executive Manager of Operations, the Senior Plumber will lead the plumbing team delivering a broad range of plumbing services associated with water and sewer treatment.

Key functions of the Senior Plumber include:

- Oversee operation and daily maintenance of water and wastewater infrastructure.
- Coordinate all plumbing and drainage maintenance works to ensure conformity with relevant legislation, best practice, and related approvals/permits.
- Conducts investigations into and where necessary resolves alleged contraventions of statutory legislation and other matters relating to sanitary plumbing and drainage.

Major Responsibilities

1. Leads plumbing team daily routine maintenance and works to ensure works are completed within the required timeframes.
2. Undertake compliance inspections of sanitary plumbing gas and drainage installations to ensure conformity with relevant legislation, best practice and related approvals/permits.
3. Maintain accurate records of daily works and compliance inspections.
4. Conduct investigations into and where necessary resolve alleged contraventions of statutory legislation and other matters relating to sanitary plumbing and drainage.
5. Contribute to the preparation of documentation, correspondence, reports and notes relevant to plumbing matters for control and guidance of environmental aspects in the community.
6. Oversee operation and daily maintenance of water reticulation infrastructure including the Water treatment plant, sewerage infrastructure and Splash Park as follows:
 - a. Conduct water testing and prepare reports.
 - b. Conduct all reporting requirements for water infrastructure as required.
 - c. Monitor SCADA
7. Oversee operation and daily maintenance of wastewater infrastructure
8. Conduct any routine or plumbing maintenance including solar installations and repairs as required by Council.
9. Provided training and mentoring to plumbing services staff to ensure compliance with statutory regulations.
10. Ensuring all equipment and tools are accounted for, clean and maintained in good working order.
11. Organise and facilitate delivery and installation of Gas bottles.
12. Interactions with the public to be conducted in a courteous and respectful manner
13. Lead and ensure culture of safety is adhered to o minimize the risk of injury, property damage or loss of life.
14. Provides supervision and mentor staff and apprentices

Number of direct reports: 4

Titles of direct reports: Plumber, Plumbing apprentice & Essential Services Workers x 2

Work Health & Safety Requirements

- Council Expectations all staff are required to:
- Take reasonable care for their own health & safety
- Take reasonable care for the health and safety of others including the implementation of risk control measures within their control Comply with all reasonable instructions by Council
- Participate in activities and programs designed to improve health and safety
- Report potential hazards and incidents in the workplace
- Notify their supervisor or manager of any injuries or illness that occurs in their workplace.
- All staff are expected to:
- Contribute to the efficient and effective functioning of their team or work unit to meet Council objectives
- This includes demonstrating appropriate and professional workplace behaviours in accordance with the Code of Conduct, providing
- assistance to team members if required and undertaking other key responsibilities or activities as directed by the employee's supervisors

Council Expectations Continued

- Participate in the annual review of their performance against agreed operational and performance objectives
- Perform their responsibilities in a manner which reflects and responds to continuous improvement
- Read, understand and comply with all Council policies and procedures
- Undertake risk management and actively support and participate in the risk management processes adopted by the Council which include identifying, analysing and evaluating risk that may impact on the Council
- Familiarise themselves with the principles of anti-discrimination, anti-bullying, work health and safety and other relevant legislation, and show the willingness and capacity to participate in equal employment opportunity and work health and safety plans, policies and programs.
- Ensure decision-making, actions and behaviours are ethical, responsible, transparent and in accordance with legislation, policy, procedures and service standards and within limits of authority (delegation/authorisation). Ensure financial management and procurement policy and procedural requirements are met.

Key Selection Criteria

Essential

1. Demonstrated extensive background working in plumbing.
2. Demonstrated ability to provide sound and reliable technical advice to council.
3. Demonstrated ability to oversee the daily operations and maintenance of the water reticulation infrastructure and wastewater infrastructure.
4. Demonstrate experience managing water operations in line with the Drinking water quality standards.
5. Demonstrated experience in undertaking compliance inspections of sanitary plumbing and drainage installations.
6. Sound experience and knowledge in the supervision and coordination of staff
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Desirable

1. Demonstrated experience in managing departments and services in Local Government or a Community setting.
2. Awareness and experience of working in remote Indigenous communities.
3. An understanding of and commitment to the principles of Occupational Health and Safety and Equal Employment Opportunity.
4. Computing skills, particularly MS Office excel
5. Experience with SCADA systems would be highly regarded

Qualifications, Licences, Training Requirements:(training courses that must be completed to meet the inherent requirement of the job or Council's expectations)

Essential

- Current Licensed Plumber and Drainer
- Commission and Maintain Back Flow Devices Endorsement
- Evaluating and Planning the Installation of Solar & Heat Pump Water Systems
- Must have a construction white card or interstate equivalent
- A current "C" Class Driver's Licence must be always maintained.

Desirable

- Gas Work Licence

Remuneration

The remuneration package will be inclusive of the following:

- Cash salary is ranged between \$100,000 - \$110,000 per annum (can be negotiated based on skills and experience).
- Provision of a fully furnished 2-bedroom house (rent free) in accordance with Council's staff housing policy. The employee is responsible for electricity, telecommunications, and personal household contents insurance.
- Relocation assistance can be negotiated with successful candidate up to the value of \$2,500.
- Full private use of a Council vehicle within the community. CEO approval for use outside of the community.
- 5 weeks annual leave per annum (plus 17.5% leave loading). 15 days personal leave per annum.
- Ordinary hours of work are 38 hours per week, Monday to Friday.
- Ongoing paid training opportunities



Information for Applicants

To enable a valid assessment of your application, it must include the following information.

1. Cover Letter:

To be eligible for consideration, you must complete a cover letter that demonstrates to the panel your understanding of the requirements for position and that you have the necessary knowledge, experience and qualifications to successfully carry out the duties. It is essential that the information you provide is clear, concise and relevant, so that the selection panel can readily assess your suitability for the position.

Resume (Curriculum Vitae) which includes:

- Personal Details - Name, address and telephone number.
- Your education and training achievements.
- Your work history including employment dates and details of the duties, performance and your achievements.

Referees:

You must provide the names and contact details of a minimum of two referees in your application. Prior authorization will be obtained from you before referees are contacted.

Other Documents

Copies of relevant qualifications

Applications should be sent to:

Simone Ferris People and Culture Leader
HR@pormpuraaw.qld.gov.au

Questions should be directed to

Simone Ferris People and Culture Leader
HR@pormpuraaw.qld.gov.au
Ph: 0417 124 567

Applications close Friday 20th of September 2024