

## Position Description

<b>Role Title:</b>	Diesel Fitter Apprentice	<b>Level:</b>	WDRC Certified superannuation loading	Operational Agreement plus	Staff plus leave
<b>Division:</b>	Infrastructure Services	<b>Vacancy Reference:</b>	1027, 1047		
<b>Department:</b>	Fleet & Resources	<b>Position Status:</b>	Fixed Term		
<b>Section:</b>	Fleet & Resources	<b>Location:</b>	Chinchilla & Miles		
<b>Reports to:</b>	Sydnee Roberts, Career Development Officer	<b>Revised:</b>	June 2024		

### Role Overview

The Diesel Fitter Apprentice is responsible for learning and developing trade skills and to support the Fleet and Resources Department of Council. The development of skills will include the diagnosing, repairing and maintaining of Council equipment such as loaders, graders, rollers, backhoes and trucks along with providing workshop services across the region. The major focus of the role is to continuously learn and improve operations.

### Key Responsibilities

This role encompasses a range of duties and responsibilities which may vary as directed by Council. The key ones include:

- (1) Assisting in diagnosing malfunctions in machinery and equipment;
- (2) Assisting to dismantle, repair, rebuild, assemble and install parts to vehicles, construction and industrial machinery in the field and in the workshop;
- (3) Assisting in the requisition of needed spare parts;
- (4) Assisting to recommend measures to improve production methods, equipment performance, and quality of product;
- (5) Carrying out daily duties as per work procedures to meet schedules as directed by Supervisor;
- (6) Suggesting changes in working conditions and use of equipment to increase efficiency of workshop;
- (7) Responsibilities include working in a team environment with other Council staff across many areas and the repair and maintenance of Council's plant;
- (8) Providing efficient and courteous customer service to Council's customers;
- (9) Carrying out work in accordance with WH&S obligations and responsibilities;
- (10) Completing theory, assignments and exams as part of this apprenticeship; and
- (11) Working in accordance with the organisation's policies and applicable laws.

### Critical Competencies

Suitability for this position will be based on experience, application, achievement, and potential in the following critical competencies as they link to the key responsibilities for this position.

Proven/Demonstrated experience in:

- (1) Operation of various types of mechanical or electrical hand tools and equipment used in a mechanical environment;
- (2) Sound level of literacy and numeracy skills;
- (3) Sound analytical and problem solving skills and attention to detail;
- (4) Demonstrated strong work ethic, self motivation and reliability;
- (5) Ability to work in multi-disciplinary teams as well as autonomously; and
- (6) Following regulations and safety procedures and providing assistance to others when necessary.

### Required Knowledge / Qualifications

A person in this position will need to hold a relevant Year 12 Certificate in Education, **OR** be able to demonstrate equivalent related experience. It is also highly desirable for the successful candidate to have

- (1) be required to complete a Certificate III in Engineering - Mechanical Trade within 48 months.
- (2) hold a current Queensland C Class Licence is desirable.

- (3) hold an OH&S Construction Induction White Card is essential or willingness to obtain a OH&S Construction Induction White Card prior to commencement.
- (4) be required to undertake a Pre-Employment Medical.
- (5) Applicants may be required to undertake pre-employment literacy and numeracy tests.
- (6) Basic understanding and experience in the Mechanical Industry.

Mandatory Vaccinations (or a valid and verifiable contraindication) are to be evidenced when requested by Council.

### **Our Organisation**

Western Downs Regional Council is a dynamic organisation committed to providing outstanding service to the local community. Everything we do is underpinned by our positive culture and internal brand which includes being an organisation that cares about its people and their safety, is future focused and strives to make a real difference to our community. Our behaviour reflects our organisational values: **Communication, Leadership, Respect, Balance, Teamwork, and Accountability.**

### **Culture Statement**

Here at Western Downs Regional Council - It's The People That Make It! We act as one, committed to empowering productive teams with our people enjoying high levels of personal job satisfaction.

### **Safety First**

Western Downs Regional Council is committed to fostering a Safety-First work environment that eliminates or manages hazards that have the ability to cause injury or illness to our employees, communities, assets and customers. Council's Safety-First values include pre-employment medicals and random drug and alcohol testing.

### **Fraud Statement**

Council has zero tolerance towards fraudulent and corrupt conduct and is committed to the prevention and detection of these activities, and to high standards when dealing with breaches and wrongdoing.

### **Human Rights**

Western Downs Regional Council is committed to protecting and promoting human rights and to building a culture within Council that respects and promotes human rights and as such will respect, protect and promote human rights in our decision making and actions.

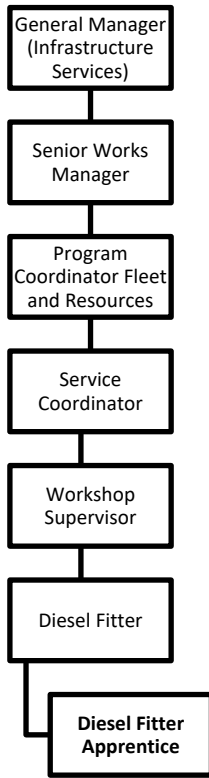
### **Risk Management**

Council creates an environment where all staff will be aware of and take responsibility for, managing risk.

### **Additional Information**

- This position has no financial delegations - refer to the delegations register.
- The reporting relationship for this position is shown below:





**Employee Signature**

**Name:** [candidate\_name]

**Signature:** [acceptance\_status]

**Date:** [acceptance\_date]

