



## Northern Peninsula Area Regional Council

### **Employment opportunity**

# **Workshop Mechanic – Team Leader**

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The Northern Peninsula Area Regional Council's mission is to support the provision of high standard local government services and economic growth of the Northern Peninsula Area through the sustainable use, development and management of land, water, and native vegetation resources, whilst protecting the rights and interests of both the individual and the communities.

Northern Peninsula Area Regional Council is seeking a **Workshop Mechanic - Team Leader** to join the Operations team at the Fleet and Workshop Depo.

This position will provide maintenance and servicing for Council Heavy plant and assist other mechanical trades as required.

### **In this role you will have the opportunity to:**

- Assist the Fleet and workshop manager with the prioritising and delegating of repairs to workshop floor staff
- Undertake a range of mechanical repairs and servicing activities to meet standards set by the Fleet and Workshop Manager for Council equipment
- Respond to breakdowns and field repairs, arrange for transportation of broken-down council vehicles and plant as required
- Supervise and assist other Council trades staff in the programmed maintenance and repairs of Council's, fleet, small plant and other machines and equipment.
- Providing a high level of support to both internal and external customers.
- Take responsibility to ensure that all Workshop tools and equipment are well secured and maintained in good operational condition and the workshop area is kept in a safe and clean condition.
- Assist the Fleet and Workshop Manager with ensuring that all compliance inspections and necessary repairs of undertaken within manufacturer and legislative requirements.
- Take care of supplies and other workshop consumable items, and proactively submit purchase order requests for materials replacement to maintain operational continuity

- Keep records of inspections, test results, work performed, and parts used.
- Assist the Fleet and Workshop Manager with the repair and or rectification of faults and defects on machinery, tooling, and equipment.
- Observe Council's Workplace Health and Safety and Environmental policies and procedures and comply with relevant safety and environmental protection legislation. Report any breaches in the workshop and work through remedial action with employees.
- Lead daily toolbox / prestart meetings with Workshop staff.
- Mentor, train and supervise workshop staff and apprentices.

*This position requires the completion of a satisfactory Criminal History Check - Police Certificate (Australia Wide Name Only Police Check).*

### **In return for your valued contribution, you will be rewarded with:**

- Full Time – Fixed Term Contract
- \$98,027 per annum, plus superannuation
- 38 hours per week
- 5 Weeks Annual Leave
- 15 Days sick leave per annum
- Cultural Learning and development opportunities
- Employee Assistance Program

### **The successful applicant will have:**

- Relevant trade qualifications.
- Minimum of LR Class Drivers Licence
- Ability to undertake diesel fitting duties, with good experience and skills in tyre fitting for vehicles in the light to heavy range.
- Experience in mechanical trade work in an operational environment
- Knowledge of a range of industrial mechanical trade practices, including test and inspect engines for malfunctioning parts.
- Ability to perform labour that may be physically demanding.
- Ability to safely use power tools and power lifting equipment to assist in repair or replace worn, defective, or broken parts.
- Practical experience and understanding of cost control and purchasing policy and procedures.
- Sound knowledge of Workplace Health and Safety procedures appropriate to the work area
- Ability to operate effectively with limited direction and supervision, apply good time management, work organisation and quality control.
- Basic computing skills

### **Are you ready to catapult your career?**

For us to assess if you're the one we are searching for, it is mandatory that you submit your Resume, a Cover Letter and a Full statement of claims addressing the Selection Criteria and submit your application to [hradvisor@nparc.qld.gov.au](mailto:hradvisor@nparc.qld.gov.au) or [hrdepartment@nparc.qld.gov.au](mailto:hrdepartment@nparc.qld.gov.au). You may also contact the Human Resources Department on 07 40486611 for more information.

## **Pre-Employment Screening:**

Please note, prior to an offer of employment being made, recommended candidates may be required to undertake a medical assessment (including drug and alcohol testing). Council may also complete a range of other pre-employment checks, such as references, employment history checks, working with children checks or a criminal history check.

**Applications Close: Friday 24<sup>th</sup> January 2024**