



## Northern Peninsula Area Regional Council

### **Employment Opportunity**

## **Trades Apprentice Carpenter x 2**

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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 (NPARC) is seeking applications from a suitable, motivated, and experienced individual for the position of two (2x) Trades Apprentice Carpenters to join the Building and Infrastructure Department.

The primary aim of this position will be to maintain and improve the quality of life, health, and wellbeing of NPA regional residents by developing, promoting, and delivering quality sport and recreational activities, with a focus on both youth and senior citizens programs. This role will also contribute to the efficient and productive operation of the community services initiatives delivered by Council.

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

The position is to carry out tasks related to the building, construction, and joinery projects, under the supervision of a qualified Builder/tradesman/instructor.

#### **Key Responsibilities:**

- Participate in all compulsory apprenticeship and training activities
- Assist with repair and maintenance of Council owned properties
- Assist with inspection of Council owned properties and provide recommendations on required work
- Assist with construction of buildings as required
- Work in accordance with OH&S requirements
- Other duties as required
- Perform other duties as required.
- Use power tools, e.g. electric/battery drills, power saws, routers, sanders, pneumatic (air) tools e.g. nail guns

- Operate workshop equipment
- Collect and assemble building supplies.
- Follow appropriate safety practices when using ladder, other access ways, handrails, barriers, scaffolding and mechanical lifts (trained/licensed users only)
- Follow appropriate manual handling techniques for manual tasks including lifting and moving items
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- Liaise with internal and external customers in a professional manner in accordance with customer service standards as set by the manager
- Complete all necessary documentation in relation to Council's computerised maintenance management, customer service and procurement systems
- Reporting of faults and defects on machinery, tooling and equipment to the supervisor
- Perform other duties as required.

**Other duties:**

- The employee may be asked to perform other duties as required across the company. Where procedures are not clearly defined, the employee is expected to exercise judgement & initiative & seek clarity where required.

*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:**

- **Apprentice**
- **36.25 hours per week**
- **Salary \$38,038.90(1<sup>st</sup> Year) – \$65,721.80 (4<sup>th</sup> Year) per annum plus Superannuation**
- **Steam C, Band 1, Level 1-4 (depended on experience, skills, and qualifications)**
- **Cultural Learning and development opportunities**
- **Employee Assistance Program**

**The successful applicant will have:**

***Essentials***

- Record of reliability and commitment
- Ability to work as part of a team
- Willingness to enthusiastically participate in apprenticeship training activities
- Demonstrated capacity to develop the required skills
- Understanding of OH&S requirements
- Understanding of local indigenous issues

***Desirable***

- Hold current 'C' class Queensland Drivers Licence is highly desirable.
- Physically fit and able to work in hot and humid conditions

## **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)

The selection criteria can also be found on the Position Description, available to be downloaded from the vacancy on Council's website.

You may also contact the Human Resources Department on 07 40486613 and/or 07 40486614 for more information.

### **Pre-Employment Screening:**

Please note, prior to an offer of employment being made, recommended candidates will 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: Thursday 20<sup>th</sup> of February 2025 @ 5:00pm**