



POSITION DESCRIPTION

Position Title:		Fabricator	
Business Unit:	Operations - Workshop	Classification/Grade:	Band 2 Level 1 Grade 7
Position No:		Reports to:	Plant and Workshop Manager
Location:	Jerilderie	Positions reporting directly to this position:	Nil

Primary Purpose of the Position

The Fabricator is responsible for the maintenance, repair and fabrication of Council infrastructure, facilities and equipment to minimise downtime and enabling the optimal utilisation of facilities, plant and equipment.

Roles & Responsibilities

The **Fabricator** is directly responsible for the following roles and responsibilities:

1. Conduct preventative maintenance and repairs to infrastructure, plant and equipment
2. Fabricate and erect Council infrastructure within functional areas.
3. Fabricate equipment including fire tankers.
4. Ensure the workshop area and surrounds complies with Murrumbidgee Council's WHS Management System in regards to policy and procedures, including management of visitors, contractors and suppliers.
5. Maintain security of fabrication area and surrounds.
6. Maintain personal and workshop presentation to a professional standard.
7. Identify potential hazards and carry out risk assessments in accordance with WH&S policies and procedures.
8. Maintain and use Personal Protective Equipment (PPE) in accordance with Council and legislative guidelines.
9. Respond to emergency callouts and work overtime as required.
10. Operate and maintain plant and equipment as directed by Plant and Workshop Manager
11. Other duties within skills, competencies and grading of role as directed by the Plant and Workshop Manager.

Authority and accountability:

- Responsible for the completion of work requiring the application of trades, administrative or technical skills.

Judgement and problem solving:

- Skills in assessing situations and in determining processes, tools and solutions to problems. Guidance is available.

Specialist knowledge and skills:

- Positions will have demonstrated competence in a number of key skill areas related to major elements of the job.

Management skills:

- Positions may require skills in the supervision or co-ordination of small groups. Interpersonal skills: Communication skills to explain situations or advise others.

Qualifications & Experience

- Certificate III in Engineering – Fabrication trade (Boilermaker).
- Verification of Competency for appropriate Council plant and equipment.
- Work Cover construction induction card (white).
- Current MR & FL licence

Desirable Experience/Qualifications

- Previous recent experience in local government or other government entities
- Traffic Controller Certificates (RMS Blue & Yellow card) or ability to obtain after commencement

Authorisation:

Prepared By:	GM/HR	Date Issued:	February 2020
Current Incumbent		Date Commenced:	
Manager:			
Reviewed By:		Date:	

This position description is subject to change from time to time as Council's organisation may be developed or restructured. Any such reorganisation of duties shall be the subject of discussion with the position incumbent.