

BARKLY REGIONAL COUNCIL



Mechanic – Ali Curung (1513000)

1. Position Objectives

The position of Mechanic – Ali Curung is to maintain, service, and repair Council's plant and vehicle fleet in a competent manner, to ensure that the plant and vehicle maintenance programs are completed to the required standards. The position is also responsible for assisting in the supervision of day-to-day workshop activities.

This position will be based in Ali Curung. It is a requirement of this position that the position holder is willing and able to travel and work in Tennant Creek and remote communities located within the Barkly Regional Council area; and that the position holder agrees that this requirement may, from time to time, require the position holder to stay overnight.

2. Key Responsibilities

Daily Activities

- Inspect vehicle engine and mechanical/electrical components to diagnose issues accurately
- Inspect vehicle computer and electronic systems to repair, maintain and upgrade
- Perform maintenance tasks including inspection and servicing of heavy plant and equipment, trucks, and light vehicles with minimum disruption to works and construction activities.
- Conduct routine maintenance work (replacing fluids, lubricating parts etc.) aiming to vehicle functionality and longevity
- Schedule future maintenance sessions and advise motorists on good vehicle use
- Repair or replace broken or dysfunctional parts and fix issues (e.g. leaks)
- Provide accurate estimates (cost, time, effort) for a repair or maintenance job
- Complete and maintain accurate service and administrative records in compliance with corporate record-keeping requirements.
- Maintain equipment and tools in good condition.

Other

- You will be required to perform your duties in Ali Curung or elsewhere within the Barkly Regional Council authority area as reasonably directed by the Council.
- Ensure that the highest professional standards and Barkly Regional Council values are upheld at all times.
- Demonstrate commitment and enthusiasm to promote the principle of Diversity, Equity, Inclusion, and Belonging (DEIB) in employment and service delivery.
- Work safely and promote a safe working environment in accordance with Work Health Safety (WHS) legislation and Barkly Regional Council's policies and procedures.
- The duties listed are not exhaustive and may be varied from time to time as dictated by the changing needs of the Barkly Regional Council. The position holder will be expected to undertake other duties as appropriate to the position classification and as requested by his/her/their manager.

Our Values

Our values inform how we work and are reflected in our employees and services.

Our values are founded in the service standards and are lived out through our interactions with each other.

- ✓ We believe that all people in all communities are equal in dignity and have equal rights.
- ✓ Our employees are committed to working with people and communities in a way that values them, that are non-discriminatory, and that promote social justice.
- ✓ We are committed to the common good. Our employees work with people to ensure that they have access to the resources and services they need to effectively participate in the community.
- ✓ Our employees value the contributions of clients and communities and foster local community-driven services.
- ✓ Our Reconciliation Action Plan will be used to create a greater understanding of how we can best deliver services and support to all communities of the Barkly.

3. Key Accountabilities

- Excellent knowledge of mechanical, electrical and electronic components of vehicles
- Working knowledge of vehicle diagnostic systems and methods
- Ability to handle various tools (e.g. pliers) and heavy equipment (e.g. lift)
- Willingness to observe all safety precautions for protections against accidents, dangerous fluids, chemicals etc.
- To operate as a support service to the works team to ensure productivity and quality results are achieved in plant and vehicle maintenance.
- To liaise with supervisors and staff to ensure that the Council provides quality service to the community.
- Work in accordance with Barkly Regional Council's Policies and Procedures.
- This position needs to be able to attain and uphold the following licences/accreditations:
 - HR Drivers Licence
 - Construction Induction Card
 - Certificate III Automotive Mechanical Technology or equivalent.

4. Organisational Relationship

Position Title:	Mechanic - Ali Curung (1513000)
Reports to:	Manager Fleet (1510000)
Department:	Infrastructure/Fleet
Supervises:	Trades Assistant Apprentice Mechanic
Internal Liaison:	Chief Executive Officer Director of Infrastructure/Fleet Manager Fleet Mechanics

Trades Assistant
Apprentice Mechanic
Other Council Staff

External Liaison: Government and Non-government Departments
Other External Organisations and Stakeholders
Rate Payers, Residents, and Visitors

5. Knowledge and Skills

Organisational:

- Knowledge and understanding of Aboriginal Culture.
- High level of tact, diplomacy, and confidentiality.
- Excellent time management and organisational skills.
- The ability to work within a team environment whilst also producing results working independently.

Interpersonal:

- High ethical standards and personal integrity.
- Excellent interpersonal skills and manner.
- A willingness to work in a remote and sometimes demanding environment.
- A genuine appreciation of Indigenous people and their culture.

Change Management:

- Ability to recognise issues and use initiative to identify and discuss proposed solutions.
- Ability to promptly respond to changed circumstances and make sound decisions to ensure the ongoing efficient and effective delivery of key deliverables within the role in the best interests of the Barkly Regional Council.
- Ensure compliance with and adherence to all legislative requirements and best practices at all times.

Commitment, Attitude, and Application to Duties:

- Provide courteous and prompt attention to requests for information.
- Demonstration of a positive and proactive attitude with strong initiative.
- Promote Barkly Regional Council in a positive manner at all times.
- Promote and encourage continuous quality improvement strategies for the delivery of accurate and timely documentation.
- Take responsible care to ensure one's own safety at work and that of other staff within the workplace.

6. Essential Criteria – Qualifications, Skills, and Experience

1. Mechanical Trade Qualification - Certificate III Automotive Mechanical, or equivalent qualification.

2. Substantial relevant experience in the repair and maintenance of various fleet, heavy earthmoving plant and machinery together with the ability to diagnose and rectify mechanical faults.
3. Ability to implement and maintain an effective preventative maintenance program for all fixed and mobile plant.
4. Demonstrated ability to work effectively in a team environment and lead and supervise employees to meet organisational objectives.
5. Demonstrated organisational and time management skills with an organised approach to improving workplace practices and procedures.
6. A current Drivers Licence (HR Class minimum).
7. A current National Criminal History Check (withing the last 3 months).

7. Desirable Criteria – Qualifications, Skills, and Experience

1. Certificates of Competency of load shifting machines, eg front end loader (LL), front end loader/backhoe (LB), front end loader of the skidsteer types (LS), excavator (LE).

8. Wages and Allowances

Classification:	Level 9 Pay Point 1 <i>Barkly Regional Council Enterprise Agreement 2023</i>
Status:	Full Time - Permanent (38 hours per week)
Annual Salary:	\$91,220.34 per annum (\$3,508.47 gross per fortnight)
Zone Allowance:	Remote Community Zone Allowance \$2.5100 per ordinary hour
SCG:	11.5%

9. Certification

The details contained in this document are an accurate statement of the responsibilities, accountabilities, and other requirements of the position.

Murray Davies

Murray Davies
Acting Chief Executive Officer

26 / 9 / 2024
Date

10. Acceptance

I, _____, have read and understood the requirements of this position and hereby agree to the responsibilities as outlined above.

Signature

_____/_____/_____
Date