

Position Description

POSITION TITLE	Builder, Repairs and Maintenance
POSITION NUMBER	102406
AWARD	Local Government Industry Award
CLASSIFICATION	CDRC Enterprise Agreement – Level 8
POSITION TYPE	Permanent Full Time (38 hours per week)
DIRECTORATE/PROGRAM	Roads and Infrastructure / Repairs and Maintenance
LOCATION/S	Alice Springs with regular travel to communities
SUPERVISOR	Regional Manager, Repairs and Maintenance
POSITIONS SUPERVISED	This position has no direct reports

PRIMARY OBJECTIVE

The Builder, Repairs and Maintenance is responsible for overseeing and undertaking the construction and maintenance of Council facilities in remote communities to deliver value to Council in accordance with Central Desert Regional Council strategic and regional plans, policies, procedures and relevant legislation.

KEY DUTIES AND RESPONSIBILITIES

1. Deliver Council's major facilities renovation projects in line with the approved program of works.
2. Manage complex projects, including:
 - a. Developing construction plans;
 - b. Managing budgets;
 - c. Determining and procuring materials; and
 - d. Inspection of works to ensure quality deliverables, timeframes, budgets, resources compliance requirements are achieved.
3. Interpret specifications, such as blueprints, to determine construction requirements.
4. Provide high level support in budget preparation and management for all Council capital programs of work.
5. Assist or coordinate team members to perform urgent repairs and maintenance, as required.
6. Manage the delivery of a preventative maintenance program for Council properties and facilities.
7. Inspect work progress, equipment, and/or construction sites to verify quality and safety.
8. Assist with the coordination of regular maintenance contracts and subcontractors.
9. Ensure all tools, plant, equipment and vehicles are maintained in good working order and serviced as required.
10. Be engaged in an effective and proactive health, safety and wellbeing culture.
11. Any other reasonable duties delegated by the Manager which are within level.

SELECTION CRITERIA

Essential

1. Certificate IV in Building & Construction supplemented by additional skills training and/or equivalent transferrable experience in the building industry
2. In-depth understanding of construction procedures and project management principles.
3. Proven ability to coordinate subcontractors and construction teams to meet contractual conditions of performance.
4. Knowledge and proven experience in the interpretation of technical documentation, using materials, methods, and the tools involved in the construction or repair of houses and buildings.
5. Knowledge of machines and tools, including their designs, uses, repair and maintenance.
6. Ability to work with all levels of employees and management to achieve strategic and operational outcomes in a professional, customer focussed manner.
7. Knowledge of procurement processes, contract management and budgeting.
8. An awareness of the socio-economic factors affecting Aboriginal people in remote locations.
9. Current Class C Licence.
10. Current White Card.
11. Ochre Card.