

Position Description

POSITION TITLE	Mobile Mechanic
POSITION NUMBER	102410
AWARD	Local Government Industry Award
CLASSIFICATION	CDRC Enterprise Agreement – Level 7
POSITION TYPE	Permanent Full Time (38 hours per week)
DIRECTORATE/PROGRAM	Roads and Infrastructure
LOCATION/S	Alice Springs
SUPERVISOR	Director, Roads and Infrastructure
POSITIONS SUPERVISED	This position has no direct reports

PRIMARY OBJECTIVE

The Mobile Mechanic is responsible for assessing, maintaining and repairing fleet including cars, trucks, plant and equipment in accordance with Central Desert Regional Council's strategic and regional plans, policies, procedures and legislation.

KEY DUTIES AND RESPONSIBILITIES

1. Undertake mechanical repairs and maintenance of Council's plant, vehicles, and equipment, including diagnosis of problems, repairs and testing diesel and petrol engines, basic automotive electrical and basic hydraulics systems.
2. Undertake scheduled servicing and preventative maintenance for Council's plant, fleet and equipment.
3. Regular overnight travel to CDRC communities and undertake mechanical repairs and maintenance works.
4. Plan and organise workload to maximise productivity and meet deadlines, including assisting with remote travel schedules when required
5. Assist with procuring parts and supplies
6. Use the web based Fleet data management system to implement, monitor and update preventive maintenance, inspections and repairs of fleet and plant assets.
7. Assist with the procurement and disposal of vehicles, plant and equipment in accordance with the replacement program, Council plans and policies.
8. Plan and organise workload to maximise productivity and meet deadlines, including assisting with remote travel schedules when required
9. Assist with procuring parts and supplies
10. Develop and maintain positive working relationships with CDRC staff, stakeholders and suppliers
11. Ensure appropriate routines, procedures, practices, and documentation are in place in all communities to efficiently and safely manage the care and maintenance of Council's fleet.
12. Be engaged in an effective and proactive health, safety and wellbeing culture.
13. Assist with training and supervision of Mechanical Apprentices
14. Any other reasonable duties delegated by the Supervisor which are within level.

SELECTION CRITERIA

Essential

1. Completed mechanical trade certification to undertake mechanical repairs and maintenance of plant, vehicles, trucks and equipment,
2. Minimum 2 years' of experience working in a similar role as a qualified mechanic
3. Demonstrated ability to effectively coordinate works in remote locations.
4. Demonstrated ability to provide accurate and timely reports on services and activities.
5. Well-developed literacy, numeracy and computer keyboard skills, with emphasis on specialised web based software e.g. fleet management software.
6. An awareness of the socio-economic factors affecting Aboriginal people in remote locations.
7. Current NT Drivers Licence
8. Ochre Card

Desirable

1. Demonstrated experience in working effectively with Indigenous Australians
2. Cert IV Training and Assessment
3. HR Licence
4. 4WD Certificate
5. Experience with specialist diagnostic equipment
6. Licence to operate a forklift truck