
Position Title:	Plumbing Officer
Position Classification:	Level 5
Position Number:	316260, 316261, 316262
Faculty/Office:	Campus Management
School/Division:	Central Service Delivery Centre
Centre/Section:	Maintenance & Operations
Supervisor Title:	Plumbing Team Leader
Supervisor Position Number:	105603

Your work area

Campus Management is responsible for planning, developing and managing the University's campus and property portfolio to support teaching, research and campus life. Campus Management delivers a range of University-wide services including strategic planning, facilities operations, major projects and developments, sustainability, landscape, security and transport. Within the Central Service Delivery Centre the Plant and Equipment team shares accountability for providing operational delivery of Campus Management services and its primary customers are the whole of the University.

Reporting Structure

Reports to: Plumbing Team Leader

Direct Reports: Nil

Your role

The Plumbing Officer is an operational role that delivers plumbing hydraulic and gas services to buildings and infrastructure. The position supports small to medium construction and maintenance projects on campus.

Key responsibilities

Respond to service requests delivering high quality, customer focussed services in the relevant trade/technical area.

Support the delivery of maintenance and construction projects across the portfolio.

Maintain knowledge of campus plumbing infrastructure, design standards, relevant regulations and maintenance standards.

Translates and interprets plans and drawings for onsite maintenance and construction

Provide high quality customer service working with/around staff and students and their requirements to meet job/clients needs.

Train, support, advise and help others on matters relevant to the trade/technical area.

Consults with and advises clients about job requirements.

Prepares quotes and orders material.

Meets OH&S regulations and requirements.

Other duties as required

Your specific work capabilities (selection criteria)

Plumbing Licence and other relevant Trade Qualifications, certificates and licenses

Substantial experience delivering hydraulic and gas maintenance and construction services

Considerable current working knowledge and experience in plumbing trade

Gas Licence Type 'C' and Backflow Licence

Substantial job quoting, tendering and management of actual job costing skills

Highly developed time management and organisational skills and demonstrated ability to set priorities to meet deadlines.

Highly-developed written, interpersonal and communication skills

Ability to work independently and work productively as part of a team.

Other duties as required.

Special Requirements (selection criteria)

No special requirements

Compliance

Workplace Health and Safety

All supervising staff are required to undertake effective measures to ensure compliance with the Occupational Safety and Health Act 1984 and related University requirements (including Safety, Health and Wellbeing Objectives and Targets).

All staff must comply with requirements of the Occupational Safety and Health Act and all reasonable directives given in relation to health and safety at work, to ensure compliance with University and Legislative health and safety requirements.

Details of the safety obligations can be accessed at <http://www.safety.uwa.edu.au>

Equity and Diversity

All staff members are required to comply with the University's Code of Ethics and Code of Conduct and Equity and Diversity principles. Details of the University policies on these can be accessed at http://www.hr.uwa.edu.au/publications/code_of_ethics, <http://www.equity.uwa.edu.au>