

Technical Officer Plumbing Services

Position Description

Directorate	Planning	Department	Development Services
Reports To	Plumbing Inspection Lead - Plumbing Services	Direct Reports	No
Queensland Local Government Industry Award - State 2017 -Stream	Stream A - Division 2, Section 1 - Administrative, clerical, technical, professional, community service, supervisory and managerial services	Moreton Bay Regional Council Certified Agreement 2022 EBA5 Wage Level	Schedule 1, Level 3

Position Purpose

This position will provide technical support to the plumbing services team in investigating potential plumbing offences related to plumbing and drainage matters to meet the needs of the community within the City of Moreton Bay area.

Key Responsibilities and Outcomes

As a Technical Officer Plumbing Services and member of the Development Services Department you will:

- Provide technical support for the investigation of potential plumbing offences relating to plumbing and drainage matters.
- Support the plumbing compliance process, including seeking and executing power of entry obligations.
- Prepare high quality technical reports, procedures and correspondence to support the plumbing compliance process.
- Contribute to a positive team environment in order to achieve a high performance, continuous improvement and customer focused culture.
- Engage proactively with key stakeholders to ensure quality service outcomes are achieved and constructively deal with any customer services enquiries or complaints referred for action.

Our Values

Our values shape the way we behave, how we interact with each other and our customers. They underpin our decision making and are our guiding principles for how we work every day. As a team member you will take individual accountability for demonstrating the values expectations and behaviours.

SERVICE
TEAMWORK
INTEGRITY
RESPECT
SUSTAINABILITY

Decision Making	
<i>Budget</i>	N/A
<i>Delegations</i>	Delegations under the Local Government Act 2009 and as directed and published in Council's Delegation Register

Knowledge & Experience
<ul style="list-style-type: none"> • Working knowledge of the principles and practices relating to plumbing compliance. • Working knowledge of the local government registers relating to plumbing and drainage work. • Ability to prepare high level technical reports, procedures and correspondence. • Demonstrated experience in applying relevant plumbing and drainage legislation and policy. • Well developed communication skills to meet the needs of a range of internal and external stakeholders with the ability to work in a positive team environment communicating and engaging effectively at all levels.

Qualifications
<ul style="list-style-type: none"> • Diploma in Business Administration or equivalent experience. • General Induction licence (White Card). • Current "C" Class Driver's Licence.

Note: This position description reflects a summary of the key accountabilities of the position, it is not intended to be an all-inclusive list of duties, steps and tasks. Leaders may direct team members to perform other duties at their discretion.