

POSITION DESCRIPTION

Job title	Mechanic	Band	6
Team	Infrastructure	Manager	Works Supervisor

The Nhulunbuy Corporation is a not-for-profit entity that receives its authority from an agreement with Rio Tinto Alcan Gove to manage the township of Nhulunbuy, the nearby Industrial Estate and the Gove Airport.

The Nhulunbuy Corporation provides municipal services to Nhulunbuy residents, businesses and ratepayers.

Position objective

To be a key member of the Nhulunbuy Corporations Infrastructure team with primary responsibility for repairing and maintaining mechanical equipment, including servicing, adjusting and testing of equipment owned by the Nhulunbuy Corporation and its Waste Management Facility contractors.

Relationships

Internal Daily contact with the Works Supervisor, other Infrastructure staff and Manager-Strategic Infrastructure with occasional contact with the Aviation, Community and Finance teams as required.

External Regular contact and cooperation with contractors and members of the public

Responsibilities

- Repair and maintenance of Nhulunbuy Corporation plant and equipment (varying from small to heavy plant), IAW industry practice, or as directed by the Works Supervisor or Manager-Strategic Infrastructure
- Programming of preventative and regular maintenance of plant and equipment
- Shared responsibility for attaining occupational health and workplace safety objectives of the Nhulunbuy Corporation
- Responsible for portraying a positive image of the Nhulunbuy Corporation in dealing with the public, contractors and other organisations
- Work with limited supervision
- Miscellaneous fabrication and construction projects
- Provide guidance to other employees on the maintenance of plant and equipment and training to others where required
- Procurement, receipt and storage of spare parts
- Participate (with remuneration) in NCL's on-call/after-hours emergency roster, delivering a 24/7/365 response to emergencies (rotation of approximately one week in six)

Other duties as reasonably required.

Minimum requirements

Essential skills and experience

- Trade qualification in a relevant mechanical field
- Ability to work unsupervised and/or to work well in a team environment
- Able to carry out and conform to safe work practices and maintain a safe work environment
- Excellent verbal and written communication and customer service skills
- Possess a good mechanical aptitude and attitude
- Mechanical experience with heavy commercial or mining industries
- Strong hydraulic and auto - electrical knowledge
- Good diagnostic/fault finding skills
- Focus on adhering to high quality work standards
- Current Driver's Licence Class HR
- White Card
- Current Forklift Licence

Desirable skills and experience

- Appropriate additional Trade qualifications
- Air-conditioning qualifications
- First Aid Certificate
- Ability to teach others
- Knowledge of recording job cards and job costs
- Knowledge of scheduled servicing requirements
- Hydraulics and pneumatics experience
- Medium level computer literacy

Approved by _____

Date _____