



**HSS Registered**

# Plumber

**Engineering and Building Services Agreement: Level 6 - 9**

**Position Number: 603014**

**Facilities Management / Corporate Services and Finance Division  
Armadale Health Service and Kalamunda District Community Hospital  
East Metropolitan Health Service**

**Reporting Relationships**

Campus Facilities Manager  
HSO Level: G8  
Position Number: 113189



Engineering and Building Services Coordinator  
HSO Level: G5  
Position Number: 106530



**This Position**



Directly reporting to this position:

Title	Classification	FTE
• Nil		



Also reporting to this supervisor:

- Electrical Fitter; 1.00FTE
- Carpenter; 1.00FTE
- Facilities Maintenance Technician; 2.00FTE
- Mechanical Fitter; 1.00FTE
- Refrigeration Fitter; 1.00FTE

**Key Responsibilities**

Provides plumbing repairs, maintenance and services at the Armadale Health Service and Kalamunda District Community Hospital and to the East Metropolitan Health Service.



## Brief Summary of Duties (in order of importance)

### 1. Preventative Maintenance

- 1.1 Carries out preventative maintenance duties as per the Engineering Works Maintenance System assigned tasks.
- 1.2 Records important maintenance activities on the Preventative Maintenance System.

### 2. Repairs & New Minor Works

- 2.1 Holds the Plumbing License for Armadale Health Service and Kalamunda District Community Hospital and completes all supervisory duties and administrative tasks associated with this responsibility.
- 2.2 Completes planned preventative maintenance to Hospital plant, buildings and systems, in accordance with established procedures and policies.
- 2.3 Installs new equipment and services as assigned and in accordance with the relevant drawings, sketches, specifications and regulations.
- 2.4 Repairs/replaces defective equipment or system components as necessary to ensure continued availability of services.
- 2.5 Investigates faults and minor new work tasks and report recommended solutions to Supervisor.
- 2.6 Estimates material quantities and carry out new installations or modify existing works as required.

### 3. Administrative

- 3.1 Organises and directs Handypersons, apprentices and workplace experience students as required.
- 3.2 Initiates engineering purchase orders for plumbing system components and materials.
- 3.3 Determines and orders the parts and materials necessary to provide the plumbing service.

### 4. Security

- 4.1 Ensures the plumbing workshop and all mechanical services plant rooms and spaces are kept securely locked, free from hazard and safe from intrusion.
- 4.2 Takes care of tools and equipment provided.

### 5. EMHS Governance, Safety and Quality Requirements

- 5.1 Participates in the maintenance of a safe work environment.
- 5.2 Participates in an annual performance development review.
- 5.3 Supports the delivery of safe patient care and the consumers' experience including participation in continuous quality improvement activities in accordance with the requirements of the National Safety and Quality Health Service Standards and other recognised health standards.
- 5.4 Completes mandatory training (including safety and quality training) as relevant to role.
- 5.5 Performs duties in accordance with Government, WA Health, East Metropolitan Health Service and Departmental / Program specific policies and procedures.
- 5.6 Abides by the WA Health Code of Conduct, Occupational Safety and Health legislation, the Disability Services Act and the Equal Opportunity Act.

### 6. Undertakes other duties as directed

## Work Related Requirements

### Essential Selection Criteria

1. Possession of a Trade Certificate in Plumbing and a current plumbing tradesperson license.
2. Demonstrated knowledge of mechanical, hydraulic and building services.
3. Demonstrated experience in the safe use of plumbing tools and equipment.
4. The ability to work with limited supervision in a team environment to provide a customer focused service.
5. Demonstrated good interpersonal and communication (verbal and written) skills.
6. Demonstrated understanding and application of fault finding and quality control techniques.

### Desirable Selection Criteria

1. A current Plumber License (Full) – Water Supply, Sanitary, Drainage.
2. Knowledge of medical gas distribution systems.
3. Licensed Gas Fitter.
4. Recognised back-flow prevention certificate.
5. Current knowledge of legislative obligations for Equal Opportunity, Disability Services and Occupational Safety and Health, and how these impact on employment and service delivery.

### Appointment Prerequisites

Appointment is subject to:

- Completion of 100 Point Identification Check.
- Successful Criminal Record Screening Clearance.
- Successful Pre-Employment Integrity Check.
- Successful Pre-Employment Health Assessment.

## Certification

The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the position.

Manager / Supervisor Name	Signature	or	HE Number	Date
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Dept. / Division Head Name	Signature	or	HE Number	Date
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As Occupant of the position I have noted the statement of duties, responsibilities and other requirements as detailed in this document.

Occupant Name	Signature	or	HE Number	Date
Effective Date				

**HSS Registration Details** (to be completed by HSS)

Created on	Last Updated on	February 2019
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