

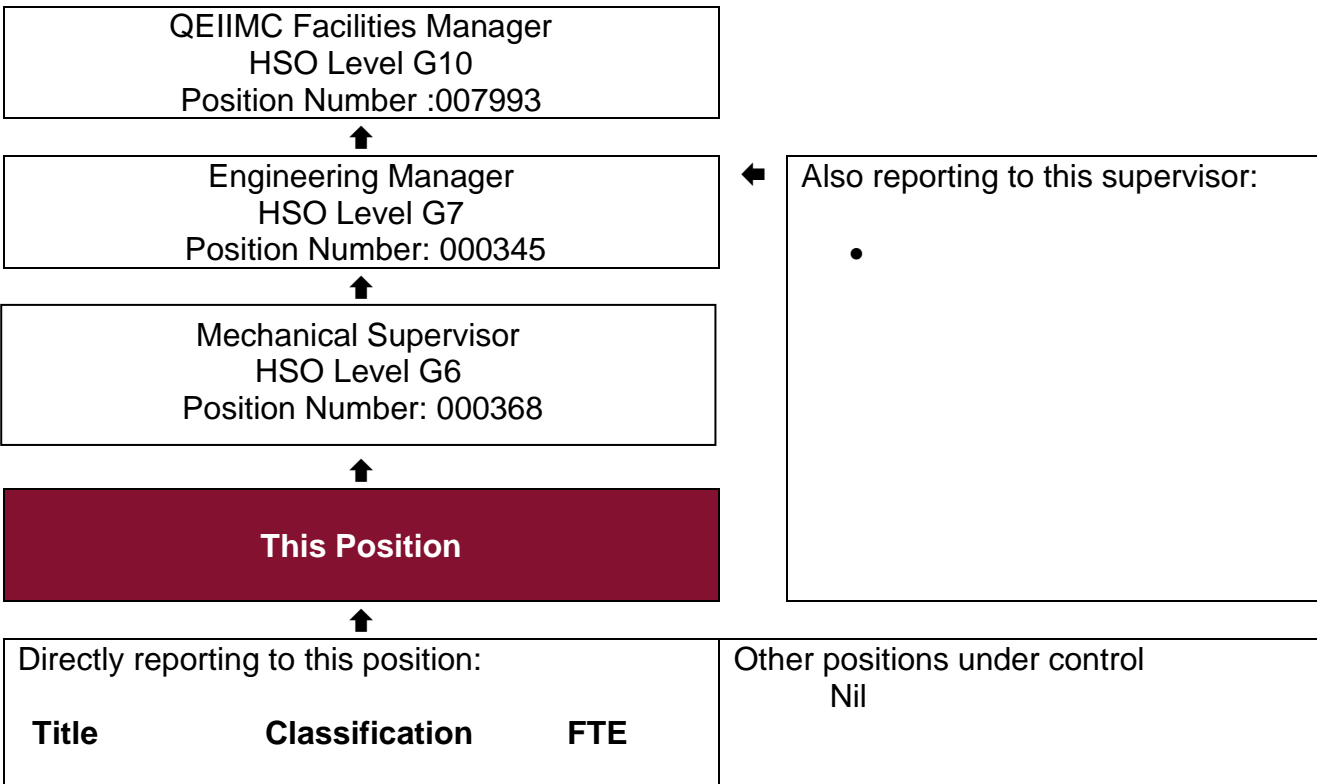


North Metropolitan Health Service
Job Description Form

HSS REGISTERED

Mechanical Fitter
Engineering and Building Services Agreement: HMT Level 6
Position Number: 001499
Queen Elizabeth II Medical Centre
Facilities Management
North Metropolitan Health Service

Reporting Relationships



Prime Function / Key Responsibilities: Maintains a high quality environment for patients, staff and all site users by carrying out mechanical works and maintenance for all plant, equipment services.

Brief Summary of Duties (in order of importance)

1. Carries out fault finding, assembly, fitting, installation, maintenance and repair of NMHS assets relative to the trade and other competencies that may be claimed, assessed and recognised by the organisation.
2. Where appropriate costs and orders materials and processes Work Requests using the electronic online Asset Management System.
3. Implements quality control techniques including cleanliness and systemic methods which are essential in hospital maintenance.
4. Maintains tools and equipment in good working order and condition and ensures security of hospital property by taking due care in executing allocated tasks.
5. Carries out all duties in accordance with prescribed workmanship standards and complies with all OSH obligations and prescribed safety standards and best working practice.
6. Complies with NMHS policies, procedures, code of conduct and other legislation.
7. Participates in the staff development program including orientation, in-service, performance appraisal and quality activities.
8. Assists with Apprentice training as required.
9. Carries out other duties as directed.

NMHS Governance, Safety and Quality Requirements

1. Participates in the maintenance of a safe work environment.
2. Participates in an annual performance development review.
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.
4. Completes mandatory training (including safety and quality training) as relevant to role.
5. Performs duties in accordance with Government, WA Health, North Metropolitan Health Service and Departmental / Program specific policies and procedures.
6. Abides by the WA Health Code of Conduct, Occupational Safety and Health legislation, the Disability Services Act and the Equal Opportunity Act.

Work Related Requirements

Essential Selection Criteria

1. Relevant Mechanical Fitter's Trade Certificate. AQF Level III.
2. Relevant post apprenticeship trade experience preferably in a position related to boilers, pressure vessels or hospital related work.
3. Well-developed consultation and negotiation and written communication skills and the ability to work unsupervised and within a team environment.
4. Competence in the use of a computer based systems.
5. Demonstrated understanding that cleanliness and systematic methods are essential in hospital maintenance.
6. Current 'C' or 'C.A.' class drivers licence.
7. Demonstrated knowledge of safety standards applicable to buildings and machinery operations and commitment to Risk Management, Equal Opportunity and Occupational Health and Safety.

Desirable Selection Criteria

1. Previous experience in Mig and Tig Welding.
2. Previous experience in steam supply/reticulation systems, hydraulics and/or pneumatics.

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.
- Current 'C' or 'C.A.' class driver's licence.

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/HE:
Date:

Dept./Division Head

Name:
Signature/HE:
Date:

Position Occupant

Name:
Signature/HE:
Date: