



TASMANIAN PORTS CORPORATION PTY LTD

POSITION DESCRIPTION

POSITION TITLE:	Carpenter
REPORTS TO:	Assistant Site Coordinator
DIVISION:	Assets, Logistics and Marine
LOCATION:	Various
CONDITIONS:	Permanent full-time (TasPorts Enterprise Agreement)

PURPOSE OF THE POSITION

The purpose of the position is to provide high quality expertise for the effective maintenance and repair of assets in accordance with TasPorts operations.

KEY DUTIES

- Identify and undertake high quality construction, maintenance and repairs of TasPorts assets.
- Draw layouts, read and interpret schematics, engineers' plans and other drawings.
- Assist with scoping of works, including budgeting and scheduling, and identifying and developing electrical maintenance routines.
- Apply asset maintenance principles to all maintenance activities.
- Provide technical guidance and assist in directing the work of trade assistants and other employees.
- Comply with the TasPorts Health Safety and Environment policies and Employee Safety Rules and ensure Health and Safety is of the highest priority.
- Willingness to work planned out of hours work and flexible hours when required.
- Perform other duties as required in accordance with qualifications and competence.

LEVEL OF RESPONSIBILITY / ACCOUNTABILITY

Reporting to the Assistant Site Coordinator, this position will work under general supervision. This position must possess the skills to understand and implement quality control techniques, provide trade guidance and assistance as part of a work team and assist in the provision of training. The incumbent must demonstrate the required skills and knowledge of the trade to perform their duties and must demonstrate good interpersonal, stakeholder liaison and communication skills.

TasPorts Health, Safety and Environment Responsibility and Authority

Refer to Section 4.7 of the *TasPorts HSE Responsibility and Authority Procedure*

Supervisory Responsibility

Nil

KNOWLEDGE, SKILLS AND EXPERIENCE (SELECTION CRITERIA)

1. Demonstrated experience in general civil related construction and maintenance activities, particularly in timber and concrete construction and repair.
2. Ability to interpret local, state and national codes including interpretation of instructions, specifications, blueprints and legislation.
3. Demonstrated knowledge of the current principles, methods and techniques required of and used in the trade.
4. Proven awareness and understanding of health, safety and environmental policies and principles and their practical application in the workplace.
5. Ability to estimate, plan and perform work involving the construction, installation, modification, troubleshooting and repairs of new and existing infrastructure.
6. Proven ability to effectively communicate with a wide range of internal and external stakeholders both verbally and in writing.
7. Basic computer skills with the ability to use Microsoft Office software.

QUALIFICATIONS

Essential

- Hold appropriate accredited carpentry trade qualifications.
- Current drivers licence
- MSIC & the ability to retain

Desirable

- Qualifications in the operation of maintenance and construction plant and equipment
- Current first aid certificate
- Confined Space Entry
- Working at height
- EWP
- Scissor lift
- Scaffolding
- Forklift
- Dogging
- First Aid Level 2
- Oil Spill Response
- Elements of Shipboard Safety
- Coxswain Licence (restricted)
- Asbestos Awareness & Safe Handling
- Construction White Card
- Non-Slewing Crane