



**B Rural**  
**BUNGENDORE RURAL SERVICES PTY LTD**

## Duty Statement - Pump Fitter

**Reports to:** Workshop Coordinator

**Key Relationships:** Customers  
Water Services Coordinator  
Mechanic and other technicians  
Suppliers  
Sales and Administration staff  
Managing Director

**Duties:**

### Technical

- Installation and commissioning of pumping, filtration and irrigation systems, including pipe work, control systems and sensors.
- On-site and workshop repairs of domestic, rural and commercial pumping systems involving the diagnosis of hydraulic, electrical and mechanical components of the systems, in order to correctly identify faults.
- Steel fabrication involving welding and oxy cutting.
- Forming and pouring concrete pump bases.
- Work effectively with other team members to achieve successful conclusions to BRS jobs.
- A high standard of workmanship is to be maintained at all times.
- Maintain and regularly clean service vehicle and tools.
- Contribute to maintenance and cleanliness of workshop.

### Administrative

- Work to a job schedule
- Communicate effectively with workshop coordinator in order to ensure the efficient flow of work.
- Prepare job cards and accurately record time and materials used on BRS jobs.
- Interaction with customers on site and over telephone.
- Maintain inventory in service vehicle, assist in annual stock take.
- Other duties from time to time as required by management.

### Personal development:

- Undertake relevant training in trade skills.
- Work effectively with co-workers to ensure the entire teams learns and improves its skills and processes.
- Work with trade assistants to assist with their training.
- A high degree of professionalism in appearance and behaviour is to be displayed at all times.

**Safety:**

- Participate actively in all BRS/Simms Water WHS programs.
- Adhere to safe work method statements and safe work practices.
- Be able to identify potentially dangerous work place conditions and develop a risk assessment prior to undertaking work.
- Be able to minimise risk through the hierarchy of controls.
- Always use PPE where required, ensure service vehicle is equipped with all necessary PPE.
- Communicate with Workshop Coordinator to ensure a rapid response if an accident occurs whilst working alone in the field.

**Required Competencies:**

- Trade background, fitter, plumber or similar.
- Extensive experience with petrol and electric pumping systems.
- Extensive experience with pipe work in all materials.
- Well-developed fault diagnosis skills.
- Demonstrated understanding and compliance with WHS systems.
- Construction Industry White Card.
- Current driver's licence.
- Asbestos Awareness Card.

**Desirable Competencies:**

- Electrical Disconnect /Reconnect
- Confined Spaces Training
- MR Licence
- Hiab competency
- Fork Lift ticket.

**Conditions:**

- Hourly Rate by negotiation commensurate with experience.
- Service vehicle and fuel card is supplied for business related use.
- Mobile phone for business purposes.
- 40 hours per week, some overtime required during peak demand.
- 6 month trial period.
- Summer and winter uniform.
- Personal protective equipment.
- 4 weeks annual leave.
- 10 days sick leave (not paid out on termination)
- Superannuation.