



Position Title:	Plumber
Reports to:	Manager Infrastructure Maintenance
Department:	Engineering
Directorate:	Capital Projects, Infrastructure & Support Services
Cost centre:	R0302
Code & classification:	Industry Skilled Registered Plumbing Trades (OB7)
Performance review:	Upon completion of probationary and qualifying period and annually or as requested
Employment conditions:	Maintenance (Victorian Public Sector) (Single Interest Employers) Enterprise Agreement 2023-2027 and its successors, and GV Health Policies and Procedures (and as varied from time to time)

Goulburn Valley (GV) Health is a Regional Public Hospital and Health Service for the Hume Region of Victoria, with main campuses located at Shepparton, Tatura, Rushworth and Euroa. The main campus in Shepparton is the major acute referral hospital for the sub region. Additional sites are also located in Shepparton and Seymour. GV Health provides a range of acute, subacute, mental health, aged, primary health and community services across the Goulburn Sub-Region within the Hume Region.

The *Goulburn Valley Health Strategic Plan 2024-26* provides the direction for GV Health with key elements summarised below.

GV Health is committed to ensuring that all staff are fully immunised, where mandated, against Influenza. Therefore, employment within GV Health is conditional upon evidence of having been vaccinated.

OUR PURPOSE

Improving community wellbeing through high quality health services, outstanding care and learning.

OUR VALUES AND BEHAVIOURS

Our culture is made up of our CREATE values and behaviours, through which we commit to delivering ongoing quality healthcare for our community. Our CREATE values and behaviours are the foundations for our strategic pillars, and for achieving our goals.



Compassion

- We treat others with kindness and respect;
- Our deep connection to the community enhances our care for patients;
- We support the whole patient journey;
- We are understanding of each other.



Respect

- We respect the patient's voice and their choices;
- We celebrate diversity and are proud of multiculturalism;
- We respect differences of opinions;
- We respect the input of different disciplines and areas of expertise.



Excellence

- We are encouraged to grow professionally and personally;
- We are leaders in what we do;
- We invite feedback and are always striving to do better;
- We connect patients to further care and information.



Accountability

- We are responsible for our actions;
- We are courageous in our decision making and grow from our mistakes;
- We deliver what we promise;
- We don't compromise on our standards.



Teamwork

- We are a multi-skilled workforce and we pool our resources together;
- We mentor and support one another;
- We take a collaborative approach to care;
- We are approachable.



Ethical behaviour

- We hold ourselves to high standards;
- We rigorously uphold professional boundaries in our regional setting where patients may be friends or family too;
- We value and respect our patient's privacy and trust;
- We stand up against unsafe practice.



CREATE Outstanding

CREATE Outstanding encompasses foundation elements of the *Goulburn Valley Health Strategic Plan 2024-26* to link GV Health's purpose, values and our Culture of Care with fundamental organisational systems and processes. GV Health is striving to achieve CREATE Outstanding in every interaction with the people services are provided for as well as how staff work with each other.

ROLE STATEMENT:

The Plumber is a hands-on role providing a range of Plumbing services, which works as part of a multi-skilled team responsible for the protection and maintenance of GV Health's buildings and equipment. This position amongst others is responsible for promoting Goulburn Valley Health (GV Health) as a quality regional health service provider.

KEY RESPONSIBILITIES, ACTIVITIES AND DUTIES:

- Maintain all Hospital plumbing equipment in a safe and efficient condition, and carry out plumbing and equipment installation works as requested.
- Conduct safety checks on all new plumbing equipment to ensure compliance with safety requirements.
- Conduct regular safety checks on all hospital plumbing equipment, to satisfy operational and planned maintenance requirements.
- Maintain familiarity with appropriate statutory codes and relevant Australian Standards.
- Assist with training and supervision of apprentices and assistants
- Perform functions in a safe and efficient manner, ensuring the work area is kept in a clean and tidy condition and that concerns are reported to the supervisor immediately. Use and wear appropriate safety equipment, including that issued and deemed necessary for performance of the above duties.
- Ensure used tools and equipment are looked after and safely stored.
- Effectively communicate with "customers" in order to promote the reputation of the Department.
- Admin duties including obtaining quotes and ordering stock
- Co Ordinate other trades and liaise with staff when performing repairs and upgrades
- Be available to participate on the on call roster in order to co-ordinate the call in of off-duty tradesmen and contractors.
- Provide and maintain the highest level of service to all internal and external customers
- Takes an active interest in development of self-skills and knowledge, and maintains skills to an acceptable level.
- Participates in employee performance and development review process.
- Undertakes all Mandatory online training
- Assist with ongoing compilation and maintenance of planned maintenance schedules and facilities documentation.
- Assist other trades and departments with duties outside of Plumbing.
- Prepared to do overtime when approved
- Complete daily tasks/time reports in order that Department work records and job costing can be kept up to date and accurate.
- Work in a co-operative and supportive manner with other members of the Engineering Department.
- Display a propensity for personal and professional development within the unit and organisation.
- Undertake any training required to enhance skills and as mandated by GV Health.
- Competent Computer Skills



QUALITY, SAFETY, RISK and IMPROVEMENT

- Maintain an understanding of individual responsibility for consumer safety, quality and risk and adhere to the relevant policies, procedures and guidelines
- Maintain a safe working environment for yourself, your colleagues and members of the public
- Identify, report and manage risks and ensure actions are taken to prevent and minimise harm to consumers and the GV Health workforce
- Contribute to organisational quality and safety initiatives
- Complete the mandatory training requirements as defined by GV Health
- Minimise the risk of infection to consumers, residents, employees, visitors, contractors and the general public
- Seek internal customer or consumer feedback and respond accordingly to identify areas of needs
- Comply with requirement of National Safety and Quality Health Service Standards and other relevant standards, regulations and legislative requirements.

OTHER REQUIREMENTS FOR NON CLINICAL EMPLOYEES:

- Develop and maintain collaborative relationships with all other teams and professionals
- Understand and act in accordance with the GV Health Code of Conduct, values and relevant policies, procedures and guidelines
- Where relevant collaborate with consumers and the community in the development, implementation and review of health service planning, policies and quality improvement activities
- Uphold and protect consumer rights and maintain strict confidentiality
- Demonstrate sensitivity, empathy and respect for the customs, values and spiritual beliefs of others at all times
- Assist with the supervision of students where appropriate
- Improve performance by seeking feedback, setting goals and participating in annual performance reviews
- Participate in committees and professional groups and disseminate relevant information to relevant employees
- Comply with the principles of Patient and Family Centred Care
- Promote GV Health as a quality regional health service provider.

KEY PERFORMANCE INDICATORS:

- Logged jobs, unless paused, are actioned and closed out as specified per priority
- Preventative maintenance and maintenance of essential services carried out as scheduled
- Attendance and active participation at meetings as required
- 100% compliance with training requirements as outlined in the GV Health Education Framework
- Active participation in the Performance and Development review process

Other Position Requirements

Statements included in this position description are intended to reflect in general the duties and responsibilities of the position. It is not intended to be an exhaustive list of responsibilities, duties and skills required.

GV Health may alter the duties of this position description if and when the need arises. Any such changes will be made in consultation with the affected employee(s).



KEY SELECTION CRITERIA:

Mandatory

- Commitment to the GV Health Values of *Compassion, Respect, Excellence, Accountability, Teamwork and Ethical Behaviour.*
- VBA Plumbing and Gas license
- Well-developed communication skills.
- Computer literacy (foundational).
- Finely tuned problem solving skills.
- Ability to work productively with limited supervision.
- Evidence of full immunisation against influenza (where required)
- Satisfactory National Criminal History Check prior to commencement of employment
- Satisfactory Victorian ‘Employee’ Working with Children Check prior to commencement of employment
- Completion of a Commonwealth of Australia Statutory Declaration prior to commencement of employment
- Be part of rotating Maintenance call-in roster
- Ability to perform manual handling tasks

Desirable

- Thermostatic Mixing Valve (TMV) and back flow prevention device licenses (or willingness to achieve such licence/s)
- Experience of Building Management systems preferred but not essential.

Inherent Requirements

GV Health has a duty of care to all employees. The purpose of this section is to ensure that you fully understand and are able to perform the inherent requirements of the role (with reasonable adjustments if required) and that you are not placed in an environment or given tasks that would result in risks to your safety or the safety of others.

The role may require the following tasks among other things:

MAINTENANCE, ENVIRONMENTAL SERVICES & FOOD SERVICES
<ul style="list-style-type: none"> ▪ food handling ▪ manual handling (pushing, pulling, lifting) ▪ generic maintenance work, working at heights ▪ generic outdoor work ▪ operating machinery ▪ sitting, standing, bending, reaching, holding, lifting ▪ computer work ▪ general clerical, computer and some admin work ▪ use of personal protective equipment and handling ▪ handling general and or infectious waste, ▪ working at other locations may be required ▪ shift work in some roles ▪ waste handling ▪ driving motor vehicles ▪ dealing with anxious or upset consumers or members of the public ▪ Exposure to substances and hazardous materials

Reviewed by	Manager Infrastructure Maintenance
Issued	November 2024
Review	November 2025

I acknowledge:

- That I will observe child safe principles and expectations for appropriate behaviour toward and in the company of children.
- That GV Health has a zero tolerances of child abuse and all allegations and safety concerns will be treated very seriously. For more information refer to GV Health’s Child Safety Standards procedure.
- That I have read and fully understand the Position Description and Inherent Physical Requirements of the position.
- I agree that I have the physical ability to fulfil the inherent physical requirements of the position, and accept my role in fulfilling the responsibilities, activities, duties and generic position requirements.
- I understand that the information provided is a general outline and may not encompass every aspect of the position.
- That GV Health may alter the duties of this position description if and when the need arises. Any such changes will be made in consultation with the affected employee(s).
- I understand that this is separate to the Employment Agreement that I will sign, outlining the terms and conditions of my employment.

Accepted by: _____ / ____/____

(Print Name)