



Australian Government

**Department of Climate Change, Energy,
the Environment and Water**
Australian Antarctic Division

Expeditioner Band 2.5 (APS 6) – Station Mechanical Supervisor

Classification	Expeditioner Band 2.5 (APS 6) - \$94,838 pa
Total Remuneration	\$160,179 pa (when in Antarctica/sub-Antarctic, inclusive of Antarctic Allowances)
Division	Australian Antarctic Division
Branch	Assets and Technology
Section	Construction – Projects
Location	Based in Kingston, Tasmania. Antarctic and sub-Antarctic
Employment Status	Non-Ongoing (temporary)
Hours	Full Time
Security Clearance	Not Required

Commitment to Inclusion

AAD values diversity, in backgrounds and experience. We acknowledge the challenges associated with the work that we do and are committed to developing an inclusive culture for all people. We welcome everyone to apply, especially those individuals who are underrepresented in the industry: women and gender diverse people, LGBTQIA+ folks, culturally and linguistically diverse people and Aboriginal and/or Torres Strait Islander peoples.

Overview

As a Station Mechanical Supervisor (SMS) you will lead the mechanical team in the safe undertaking of all onsite activities. These activities include the operation and maintenance of station power generation facilities, mobile plant, fuel farms and the mechanical workshop. The SMS is accountable for all mechanical operations and decisions on station.

Your priority as the SMS is to ensure all mechanical works are carried out in a safe and appropriate manner.

An Antarctic station has limited trades, plant and equipment, materials and resources, and there can be conflicting priorities for the work program due to science support, station operational requirements, community assistance and the disrupting influence of the weather. It will be your responsibility to schedule the daily work tasks of the mechanical team based on the predicted weather and availability of plant and resources to meet not only the works program, but the overall station needs.

As well as managing the section and leading a small mechanical team (1 to 6 staff), you will also perform some mechanical work and operate equipment as part of the mechanical team. As part of the wintering crew you are required to participate in an on-call roster, to respond to out of hours issues – mainly related to the station powerhouse.

Station Mechanical Supervisors are 12 month deployments at Casey, Davis or Mawson stations. A Mechanic for Macquarie Island and a Wilkins Aerodrome Diesel Mechanic will also be selected from suitable Expedition Mechanic and/or Station Mechanical Supervisor applicants.

The Job

As the leader of a team of Mechanical trades personnel, you will be required to oversee the safe on-going operation and maintenance of the station's mobile and stationary plant.

You will manage the planned preventive maintenance program for the station mobile plant, and deal with breakdowns and reactive maintenance needs as they arise.

As a Station Mechanical Supervisor, you will be required to undertake some or all of the following:

- Manage and lead the Mechanical Team on station.
- Ensure the safe undertaking of all onsite activities carried out by the mechanical team, including undertaking risk assessments and making complex decisions around mechanical assets and operations with implications on operational requirements and personal safety.
- Operationally maintain (mechanical component) station power generation facilities and liaise with relevant trade groups regarding power house maintenance requirements.
- Coordinate the preventative and corrective maintenance activities of the mechanical team to maintain mobile and stationary plant and equipment including updating CMMS records.
- Operate plant and equipment as required (loaders, forklifts, tractors, cranes etc).
- Provide mechanical support to various user groups, including providing technical advice on the most suitable mechanical equipment for their task.
- Provide operator inductions on vehicles and plant as required.
- Manage fuel farms, bulk fuel transfers and the storage of lubricants, gas, spare parts and materials.
- Manage mechanical spares and consumable stock.
- Support station and field operations and assist science programs as required.
- As part of the station leadership team you will be required to actively work to ensure effective delivery of the overall AAD program, support all AAD policies and provide written reports. This may include scheduling trade personnel for other activities.
- As a supervisor or leader (irrespective of your title) you have specific health, safety and wellbeing responsibilities by modelling and applying safe work practices consistent with the AAD's Safety Commitment Statement and the AAD Safety Behaviours Framework.
- The AAD is committed to providing a safe place of work, safe systems of work and a culture in which care for one another's safety and wellbeing is central to the way we do things. Having stated this, you are going to an extreme workplace. The consequences of you failing to understand your responsibilities can be catastrophic. It is therefore incumbent on all expeditioners to understand and implement the AADs Work Health Safety Commitment Statement and the AAD Safety Behaviours Framework.

As a proactive and positive member of the community you will:

- Maintain a personal and practical commitment to AAD policies and standard operating procedures (including work, health and safety and environmental policies). Training and guidance in regard to all responsibilities relevant to your position will be provided.
- Be rostered to perform duties to support the community life of the expedition, such as general kitchen duties, garbage clearance, general cleaning duties, and assisting other expedition members with official programs, to ensure an equitable contribution.
- Work in areas outside of your primary role, for example, providing assistance to other areas or science projects, or participating in general labouring tasks such as clearing snow or handling cargo.

What we are looking for

Essential

You can only be selected for this role if you have these essential skills and licences:

Qualifications/licences (provide copies in your application):

- A suitable mechanical trade, certificate III MEM or AUR qualification or recognised equivalent such as motor mechanic, diesel mechanic, plant mechanic, fitter and turner, or auto electrician
- A Forklift (High Risk) Licence, or the ability to attain prior to commencement
- A current, unrestricted "C" class (manual) Australian driver's licence
- Valid passport when travelling to the Antarctic or sub-antarctic. The expiry date of the passport (and any relevant visa) must be at least 6 months beyond the planned end date of your intended stay in the Antarctic or sub-antarctic.
- A current statement of attainment in the following units of first aid, or the ability to attain prior to commencement:
 - Provide First Aid (HLTAID0011) must be valid for at least 18 months beyond the date of AAD commencement.
 - Provide CPR (HLTAID009) must be valid for at least 6 months beyond the date of AAD commencement.

Recent experience (within the last 5 years):

- Maintaining appropriate work site safety procedures, including knowledge of work health and safety standards.
- Diesel engine maintenance, diagnostics, repair, and overhaul (such as Caterpillar, Cummins, electronic and non-electronic).
- Maintenance and repair of heavy plant, including tracked, wheeled and stationary equipment (such as Cat loaders, tractors and excavators, Grove cranes, Komatsu crushers).
- Managing plant and equipment and workshop facilities and supervision of a mechanical trades team.

Capabilities

- Proven team leader skills.
- High level verbal and written communication skills to communicate clearly and effectively across a broad range of stakeholders.
- Demonstrated planning and scheduling of workshop activities to meet defined targets.
- Technical knowledge/experience in a field related to the maintenance of mobile plant, including an understanding of appropriate quality control methods and an ability to assess compliance with relevant standards and specifications.
- Demonstrated capability maintaining appropriate work site safety procedures, including sound knowledge of work health and safety standards, proficiency in risk assessments and job hazard analyses.
- Capability using a variety of technology including computer-based maintenance management systems and OEM diagnostic software.
- Current or very recent proficiency in risk assessments and job hazard analyses relating to heavy plant maintenance.

Desirable

These are not essential to the role, however, to be suitable you will need to have at least some of these. We encourage you to apply even if you do not fit 100% of the requirements.

Qualifications/licences (provide copies in your application)

- Dogging (DG) licence
- Recent hands-on experience (within the last 5 years)
- Petrol engine maintenance, repair and overhaul.
- Maintenance and repair of medium vehicles and plant, including over snow vehicles, trucks, forklifts etc
- Maintenance and repair of light vehicles, including Toyota 4x4 vehicles, Honda all-terrain vehicles etc
- Maintenance and repair of small plant, including pumps, generator sets, heaters, ice drills, outboard motors etc
- Installation, commissioning, operation, servicing, and maintenance of single and three phase power generation equipment
- Hydraulic systems
- Automotive electrics
- Fitting and machining
- Welding and metal fabrication
- Workshop practices, including an understanding of current work health and safety policies
- Maintenance of stock inventories including stocktaking, reordering spares and consumables etc.; and
- Preparation of monthly and annual reports.

Additional

Should your application be successful, it is useful to have some understanding of any additional licences you have.

Qualifications/licences (provide copies in your application):

- Current Heavy Rigid (HR) driver's licence valid in Australia
- Forklift
- Confined space
- Dozer
- Elevated Work Platform
- Excavator
- Loader
- Operation of a crane
- Rigging
- Skidder
- Skid steer loader (Bobcat)
- Telescopic materials handler
- Working Safely at Heights

Personal Qualities - The Australian Antarctic Division assesses the personal qualities required to successfully live and work in an isolated Antarctic or sub Antarctic community. Successful candidates need to demonstrate the personal qualities criteria detailed [here](#). This will be assessed during the selection process.

Eligibility and other requirements

Citizenship – In accordance with the PS Act 1999, APS employees are required to be Australian citizens. Persons who are not Australian citizens will generally only be considered where there are

no suitable Australian applicants, with next considerations being Australian residents with work rights and New Zealand citizens

Security Clearance - This position does not require a security clearance.

Pre-employment Check - Your suitability for employment will be assessed through a pre-employment screening process. This process includes a requirement to undergo and satisfy a National Police Check, referee checks, character clearance and a pre-employment medical and psychological adaptability assessment, specified mandatory qualification(s) validation and a probation period.

As this role will require you to be involved in Safety Sensitive Aviation Activities, a condition of employment is that you will be required to undertake drug and alcohol screening of urine and/or saliva samples.

Requirement to be vaccinated under public health orders

It may be a condition of your employment that:

1. if you are required to be vaccinated against COVID-19 under an applicable Australian law; or
2. if the department is unable under an applicable Australian law to permit you to attend for work (ie outside of your usual place of residence) unless you are vaccinated against COVID-19,

You must be up to date with your COVID-19 vaccinations, and you must also comply with all recommendations from public health authorities regarding any additional vaccinations that ensure the effectiveness of the COVID-19 vaccine that you have received.

How to Apply

The [Application Process](#) and the [Life as an Expeditioner](#) pages contain critical information about living and working in Antarctica, and must be read in conjunction with this job description prior to applying.

Apply for this role by submitting your application through our [Jobs in Antarctica](#) website. If you have any questions regarding this role, email the contact officer.

Your email is our primary method of contacting you; please make sure that the email and phone number you provide us is correct, current and accessible. **We recommend applicants to not use their work email on their application for accessibility.**

Work Health and Safety Obligations

All workers (APS1-Secretary) have a duty to take reasonable care for their own health and safety whilst at work, to ensure their acts or omissions do not adversely affect the health and safety of other persons and to comply with any reasonable instruction given to comply with the Work Health and Safety legislation.

All supervisors and managers (APS5-EL1) play a significant role by modelling safe work behaviours and clearly setting the standard for acceptable behaviour in the workplace. Supervisors

and managers play a critical role in supporting 'Officers' to exercise due diligence and in consulting with duty holders.

An Officer (EL2-Secretary) makes and participates in making decisions that affect the whole or a substantial part of the department. Employees at the SES Band 2 and above classification are considered to be Officers under the Work Health and Safety Act 2011 (Cth) with all EL 2 and above required to complete officer due diligence training. Officers have a duty to be proactive and continuously ensure that the department complies with relevant duties and obligations.

Contact

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