



Australian Government

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



AUSTRALIAN
ANTARCTIC
PROGRAM

Expeditioner Band 2.5 (APS 6) – Station Mechanical Supervisor

Classification	Expeditioner Band 2.5 (APS 6) - \$98,632 pa
Total Remuneration	\$166,586 pa (When in Antarctica/sub Antarctic, inclusive of Antarctic Allowances)
Division	Australian Antarctic Division
Branch	Assets and Technology
Section	Mechanical and Mobile Plant
Location	Kingston, Tasmania and Antarctic/sub-Antarctic deployment
Employment Status	Non-Ongoing (temporary)
Hours	Full-time (37.5 hours per week)
Security Clearance	Not Required

WHO WE ARE – Australian Antarctic Division (AAD)

The AAD is part of the Commonwealth Department of Climate Change, Energy, the Environment and Water (DCCEEW). As primary agency for Australia's Antarctic Program (AAP), the AAD is responsible for achieving the Australian Government's Antarctic goals to:

- maintain the Antarctic Treaty System and enhance Australia's influence within it
- protect the Antarctic environment
- understand the role of Antarctica in the global climate system
- undertake scientific work of practical, economic and national significance.

THE JOB

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.

Training for this role will occur prior to deployment along with ongoing support and technical advice from the Mechanical team based at Kingston during your time in Antarctica. No prior Antarctic experience is required for this role.

You should apply for this role if you have the appropriate knowledge, skills and experience and an interest in the challenge of living and working in a small community in a remote environment. Applicants will be assessed and if successful placed in a role for training and deployment, or a merit pool that will be used for future seasons.

Key duties will include, but are not limited to:

As the leader of a team of Mechanical trades personnel, you will be required to oversee the safe ongoing 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 powerhouse 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.

WHAT WE ARE LOOKING FOR - ESSENTIAL

Required Identification/Qualification/License/Ticket	When you need to provide evidence	
	Provide copy with application	obtained prior to job commencement
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	✓	
Forklift (High Risk) Licence	✓	
Driver's Licence – A current, unrestricted "C" class (manual) Australian driver's licence.	✓	
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.	✓	
Valid Passport - 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		✓
Provide First Aid (HLTAID011) 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		✓

Knowledge and experience:

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.

WHAT WE ARE LOOKING FOR – 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.

Knowledge and experience:

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.
- 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

ELIGIBILITY AND OTHER REQUIREMENTS

Personal Qualities:

During the recruitment selection process, the AAD assesses individual personal qualities required to successfully live and work in an isolated Antarctic/sub-Antarctic community. Successful candidates need to demonstrate the personal qualities detailed [here](#).

Pre-employment check:

Your suitability for employment will be assessed through pre-employment screening including National Police Check, referee checks, pre-employment medical assessment, specified mandatory qualification(s) validation and completion of required probation period.

Work Health and Safety Obligations:

All employees have a duty to take reasonable care of their own health and safety while at work, to ensure their acts or omissions do not adversely affect the health and safety of other persons in line with any reasonable instruction given to comply with the Work Health and Safety legislation.

RecruitAbility:

Under the [APS \(Australian Public Service\) RecruitAbility scheme](#) you will be invited to participate in further assessment for the vacancy if you choose to apply under the scheme; declare you have a disability; AND meet the minimum requirements for the position.

HOW TO APPLY

Information about how to apply can be found [here](#), including further information about AAD jobs.