

POSITION DESCRIPTION

Job title	Roof Plumber
Reports to	Supervisor
Department	Roof Plumbing team
Direct reports	nil

JOB SUMMARY

The Roof Plumber is a pivotal role within the roofing team, ensuring the smooth delivery of our service and final product onsite. Naturally a team player, this role demands a strong eye for detail and appreciation for quality. Within a dynamic business, at times you will be overseeing site operations and the team, sometimes you may be working with an apprentice, and at other times, alone. However, at all times you will be collaborating with the Supervisor.

This role is responsible for delivering detailed residential roof plumbing work onsite and the timely, accurate, and safe delivery of works that reflect our client's brief. This role directly contributes to the successful operation of the HBR Group, and the successful delivery of our client's construction goals.

JOB RESPONSIBILITIES

TASKS	MEASURABLES
<p>Customer & Stakeholder Focus</p> <ul style="list-style-type: none"> Develop and nurture strong customer and stakeholder relationships, that reinforce our: <ol style="list-style-type: none"> expert roofing delivery and service, and our brand and our relationships in order to gain repeat business Foster a collaborative team environment that supports our customer experience, construction brief and quality project delivery <p>Teamwork</p> <ul style="list-style-type: none"> Contribute positively to a team of construction talent, sharing learnings and skills to improve job and individual performance Contribute to the delivery of HBR Group project goals Continuously improve HBR Group roofing processes Oversee the work of the team, troubleshoot and find solutions to problems <p>Construction Workflow</p> <ul style="list-style-type: none"> Contribute to the accurate onsite planning and delivery of each job with consideration to supplies, materials, equipment and labour requirements Oversee scheduled personnel (employees and subcontractors) on-site and facilitate their assigned tasks when required Read and interpret site plans, construction drawings and scopes of work <p>Reporting</p> <ul style="list-style-type: none"> Report against allocated labour hours for each job Maintain open and honest dialogue with the Supervisor particularly in relation to job progress and employee performance Report material and inventory needs Identify and communicate safety or time concerns due to process, materials, or site 	<p><i>Demonstratable strong client and stakeholder relations</i></p> <p><i>Promote team relationships based on trust</i></p> <p><i>Proactive and accurate contributions to daily operations</i></p> <p><i>Accurate and timely delivery of roofing construction works</i></p> <p><i>Accurate record keeping and reporting</i></p>

<p>Quality Assurance (QA)</p> <ul style="list-style-type: none"> • Submit to Supervisor Quality Assurance checklists on a daily basis • Apply good judgement and decision-making skills to solve roofing and maintenance problems • Model best practice within the Roofing team • Continuously improve HBR Group roofing capabilities, and customer experience <p>Occupational Health & Safety (OHS)</p> <ul style="list-style-type: none"> • Ensure that all works are carried out in line with approved Safe Work Method Statements with a minimal inconvenience or disruption to people and traffic • Ensure that site personnel have job relevant training requirements • Report and assist to investigate any damage, incidents or near misses on the worksite and ensure post incident procedures are carried out • Communicate and enforce all safety regulations, guaranteeing all safety precautions and quality standards are met • Confirm completion and submission of safety documentation on a daily basis <p>Other</p> <ul style="list-style-type: none"> • Adhere to HBR Group policies and procedures at all times • Any other reasonable duties as requested by management 	<p><i>Compliance to policy, procedure and regulatory requirements</i></p>
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The above list of job responsibilities is not exclusive or exhaustive and from time to time the employee will be required to undertake such tasks as may reasonably be expected.

CRITICAL SUCCESS FACTORS

Customer & Stakeholder Focus

- Maintains positive customer and stakeholder relationships, ensuring that the customer perspective is behind all onsite activity
- Provides a consistent focus on servicing the needs, concerns and objectives of others that shows a strong positive regard toward customers
- Ability to provide a high degree of customer service through responsiveness and anticipation of customer needs in order to establish long-term partnerships

Teamwork

- Works co-operatively with others and contributes to the group with ideas, suggestions and effort
- Co-operates and works collaboratively towards solutions that benefit all involved parties to accomplish overall organizational objectives
- Ability to work effectively in a team-based organization, collaborate cross-functionally and build alignment around goals and objectives

Communicator

- Demonstrates clear and visible principles and values that create openness and trust among people
- Expresses thoughts, feelings and ideas in a clear, succinct manner in both individual and group situations

Initiative

- Ability to identify what needs to be done and do it before being asked or before the situation requires it
- Ability to seek out and seize opportunities, go beyond the “call of duty”, find ways to overcome barriers
- Resourceful with an attitude to achieve results at all times

Time Management

- Manages multiple priorities and maintains effective levels of customer service
- Is realistic about time requirements and does not over commit time or schedules

Planning & Organizing

- Demonstrates effective skill in planning, overseeing, monitoring and accomplishing daily operations and specific projects.
- Ability to develop plans to deal with unexpected events
- Ability to organize or schedule people and/or tasks; develop realistic action plans while being sensitive to time constraints and resource availability

Problem Solving & Decision Making

- Ability to rigorously and systematically connect information, processes and events by organizing seemingly unrelated information
- Takes action in solving problems and moves situations to closure while exhibiting judgment and a realistic understanding of issues

POSITION QUALIFICATIONS

Qualifications

Essential

- +4 years proven experience as roof plumber within the residential construction environment
- High school diploma or diploma in a trade (plumbing, electrician, carpenter etc.)
- A thorough understanding of building regulations, construction procedures, equipment and OHS guidelines
- Current White/Red Card
- Current Drivers Licence

Desirable

- Sound knowledge of the roof plumbing industry and processes
- Heavy vehicle license preferred

Skills

- Sound communication skills both verbal and written
- Strong attention to detail with the ability to read construction drawings, plans and blueprints
- Aptitude in math with a natural skill to problem-solve
- Good time management and organisational skills able to work to tight deadlines and budget
- Ability to work effectively either autonomously or as part of a team
- Able to adapt to high pressure working environments and use new technologies
- Strong time management and organisational skills and able to meet agreed deadlines

Other attributes, knowledge and experience required

- Must be physically fit
- Must be comfortable working in an outdoor setting, which could include inclement weather, heat and humidity, exposure to dust
- High level of integrity and confidentiality
- Accountable and dependable
- Must have a passion for what you do!