

# POSITION DESCRIPTION



COMMUNITY HOUSING LTD  
GROUP OF COMPANIES

## APPRENTICE ELECTRICIAN

**Location:** Launceston

**Reports to:** Internal Maintenance Supervisor

**Supervises:** Nil

**CHL Capability Band:** #1

<b>Primary Purpose:</b>	Working under the close direction and guidance the Apprentice Electrician will undertake works to properties in Launceston while completing an associated qualification.
<b>Context:</b>	At CHL we have a very strong commitment and vision relating to the way we are able to assist residents and the wider community in working together and helping each other to create and maintain a vibrant, dynamic, and inclusive communities in which we operate. For this reason CHL has developed an apprenticeship role which supports opportunities and advancement in education, skills building and employment.
<b>Work Health &amp; Safety</b>	Ensure all tasks and activities associated to the role's operations comply with WHS legislation, relevant State jurisdiction and CHL health and safety policies, procedures and directions
<b>Responsibilities:</b>	<ol style="list-style-type: none"> <li>1. Commitment to the completion of an approved course for the duration of the agreement</li> <li>2. At all times under the direction of a licenced Electrician and with a level of responsibility consistent with the apprenticeship stage, assist in providing maintenance, repair, replacement and renovation services to tenanted properties, as well as undertaking new build works by: <ol style="list-style-type: none"> <li>a. Effectively using hand tools and power tools</li> <li>b. Setting out, planning and organising tools and materials</li> <li>c. Completing general electrical work</li> <li>d. Reading and interpreting plans and specifications</li> </ol> </li> <li>3. With guidance, interact effectively with tenants and internal stakeholders to ensure quality Internal Maintenance Services are provided</li> <li>4. Additional appropriate support to wider team and organisation</li> </ol>
<b>Technical Skills, Experience &amp; Qualifications:</b>	<ul style="list-style-type: none"> <li>• Commitment to the right of every person to good quality housing</li> <li>• Current Driver's Licence</li> <li>• Satisfactory Police and Working With Children's Check</li> </ul>
<b>Key Capabilities:</b>	<p><b>Client Focus</b> – Supports clients to achieve their goals through provision of quality service.</p> <p><b>Embraces Diversity</b> – Acknowledges and values diversity and respects difference in all its forms.</p> <p><b>Achieves Results</b> – Sees tasks through to completion with a commitment to achieving quality outcomes.</p> <p><b>Teamwork</b> – Openly shares information, participates and contributes to team discussions and goals.</p> <p><b>Communication</b> – Presents messages in a clear and precise manner using appropriate language.</p> <p><b>Listens, Understands, Adapts</b>– Listens carefully to others and ensures mutual understanding.</p> <p><b>Nurtures Relationships</b> – Builds and sustains positive relationships. Responds under direction to changes in client needs and expectations.</p> <p><b>Probity</b>- Adopts a principled approach, adhering to CHL's policies and procedures.</p>