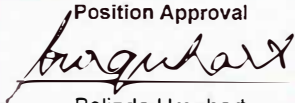


Mobile Mechanic

Position Description



Position number Multiple Positions
Directorate Office of CEO
Department Fleet Services
Immediate Supervisor Coordinator Fleet Services
Supervising Position(s) Mechanical Apprentices
Level TT 4 – Technical

Position Approval  Belinda Urquhart Chief Executive Officer 23 / 07 / 2026 Review and Approval Date

Position Objective

Assess, maintain and repair MacDonnell Regional Council (MRC) fleet including cars, trucks, plant and equipment.

Key Duties and Responsibilities

- Service and maintain MRC fleet including cars, trucks and plant and equipment
- Regular overnight travel to MRC communities
- Establish and maintain a safe working environment for self and others
- Assist with training and supervision of Mechanical Apprentices
- Update MRC fleet database on a job-by-job basis
- Provide fleet maintenance and upkeep reports to the Coordinator Fleet Services
- Plan and organise workload to maximise productivity and meet deadlines, including assisting with remote travel schedules when required
- Assist with procuring parts and supplies
- Develop and maintain positive working relationships with MRC staff, stakeholders and suppliers
- Provide training to community staff on maintaining fleet assets
- Promote and maintain a strong safety culture by ensuring compliance with Work Health and Safety (WHS) legislation, Council policies and safe work procedures, conducting regular safety inspections, identifying hazards, reporting incidents, and ensuring staff use appropriate personal protective equipment (PPE).

Skills and Attributes

- Ability to work effectively in a team
- High level of communication skills to provide key advice to internal stakeholders, within area of expertise
- Operate with a high level of independence
- Strong work ethic and reliability
- Meticulous eye for detail in all mechanical tasks

Role Requirements

Essential

- Demonstrated ability to support workplace health and safety, risk management and incident reporting requirements in an operational environment.
- Completed mechanical trade certification
- Minimum 2 years experience as a qualified mechanic
- Current NT Drivers License
- Demonstrated ability to work in a culturally and linguistically diverse environment
- Satisfactory completion of a Criminal History Check

Mobile Mechanic

Position Description



Desirable

- Demonstrated experience in working effectively with Indigenous Australians
- HR License
- 4WD Certificate
- Experience with specialist diagnostic equipment
- License to operate a forklift truck
- Previous experience in working for an organisation operating across multiple sites

Travel Requirements

This position is based in Alice Springs and approximately 75% of work time will require travel work in remote communities – including overnight stays – in the MacDonnell Regional Council area of service

Physical Requirements

The role requires the following physical aspects:

- Standing for extended periods
- Working indoors in a workshop environment
- Working outdoors in direct sunlight
- Manual handling of objects above 10Kg
- Travel on unsealed roads for lengthy periods

Employee Declaration

I have read and fully understood the position requirements as outlined in this document.

Signature

Date

Position Reporting Structure

