

MECHANIC

INFORMATION PACK

Applications Close: 5PM Sunday 12th April 2026



DO YOU HAVE A PASSION FOR OUTDOOR ACTIVITIES?

- World Class Mountain bike trails
- Hiking
- Boating & Kayaking
- Camping
- Bouldering
- Waterfall walks

All of these activities are on our doorstep, and we have an opportunity for you to pursue these passions, if you have the skills we need to build our communities at the West Coast Council.

The West Coast Council is a unique place, with a fascinating culture and economy and is located in the heart of the majestic wilderness of Tasmania's raw and untamed West Coast.

COME WORK WITH US AND OUR COMMUNITY

Council is leading the community through diversification of its economy, with a world recognised regional brand, and some of the best adventure and wilderness tourism offerings in Australia.

Do you want to be part of the Council team working together to make our local community a better place to live, work and visit, not just for today but for the long term?

You will love living on the West Coast and be amazed at the things that can be achieved by our Council.

We understand the strength in diversity and encourage applications from talented people from all backgrounds, abilities, ages and identities.



WELCOME

Our Council covers the most extensive land area in Tasmania. Your role will be with a team dedicated to caring for a vast and scenic region of our State. While we may not be the biggest council in terms of size or budget, we pride ourselves on our remarkable track record of accomplishments.

Council is leading the community through diversification of its economy, with a world-recognised regional brand, and some of the best adventure and wilderness tourism offerings in Australia. The West Coast is a unique place, with a fascinating culture and economy.

Join our Council team and contribute to enhancing our local community as a better place to live, work, and visit, both now and for the future. Our focus is on ensuring the Council plays a sustainable and impactful role in this endeavor, continuously adapting to meet long-term goals. We believe you'll find living on the West Coast both enriching and surprising, especially when you see the remarkable achievements possible through our Council's efforts

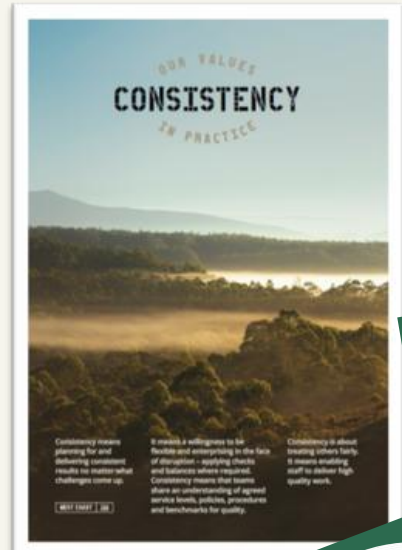
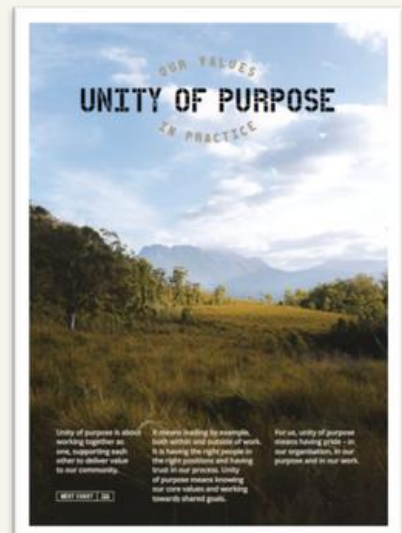
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WEST COAST COUNCIL VALUES

Our council is driven by six foundational values that shape our organisational culture. We seek individuals who not only align with these values but are also enthusiastic about upholding and championing them in their daily work.



OUR REGION

West Coast Population - 4,267

Queenstown Population: 1,755

Nestled in a valley between Mount Lyell and Mount Owen, Queenstown is the largest town on the West Coast.

Surrounded by dramatic hills that provide stark evidence of a history that once made it one of the richest mining towns in the world. Today, Queenstown is experiencing a rebirth with a growing tourism and arts culture.

QUEENSTOWN

People of the Valley

WEST COAST

TAS

Zeehan Population: 712

Once called The Silver City, Zeehan is a town with one of the oldest histories of any part of Tasmania.

Zeehan once had a population of 10,000 and whilst now considerably smaller, mining activity still heavily influences the town, along with a growing tourism sector, including epic mountain bike trails.



WEST COAST | **TAS**

ZEEHAN

Far from the ordinary



Strahan Population: 697

The iconic port on the banks of Macquarie Harbour, nestled between the Southern Ocean and gateway to Tasmania's Wilderness World Heritage area.


Convicts, pining, fishing and environmental activism are just some of the layers that await you in Strahan.

STRAHAN

WEST COAST

TAS

Last stop before the gates of hell



Rosebery Population: 708

A town dominated by mining as much as the dense forest surrounds, Rosebery lies in the shadow of Mount Black, within the West Coast Range.

With the highest postcode in Australia, Rosebery also makes claim to the steepest golf course in Australia.

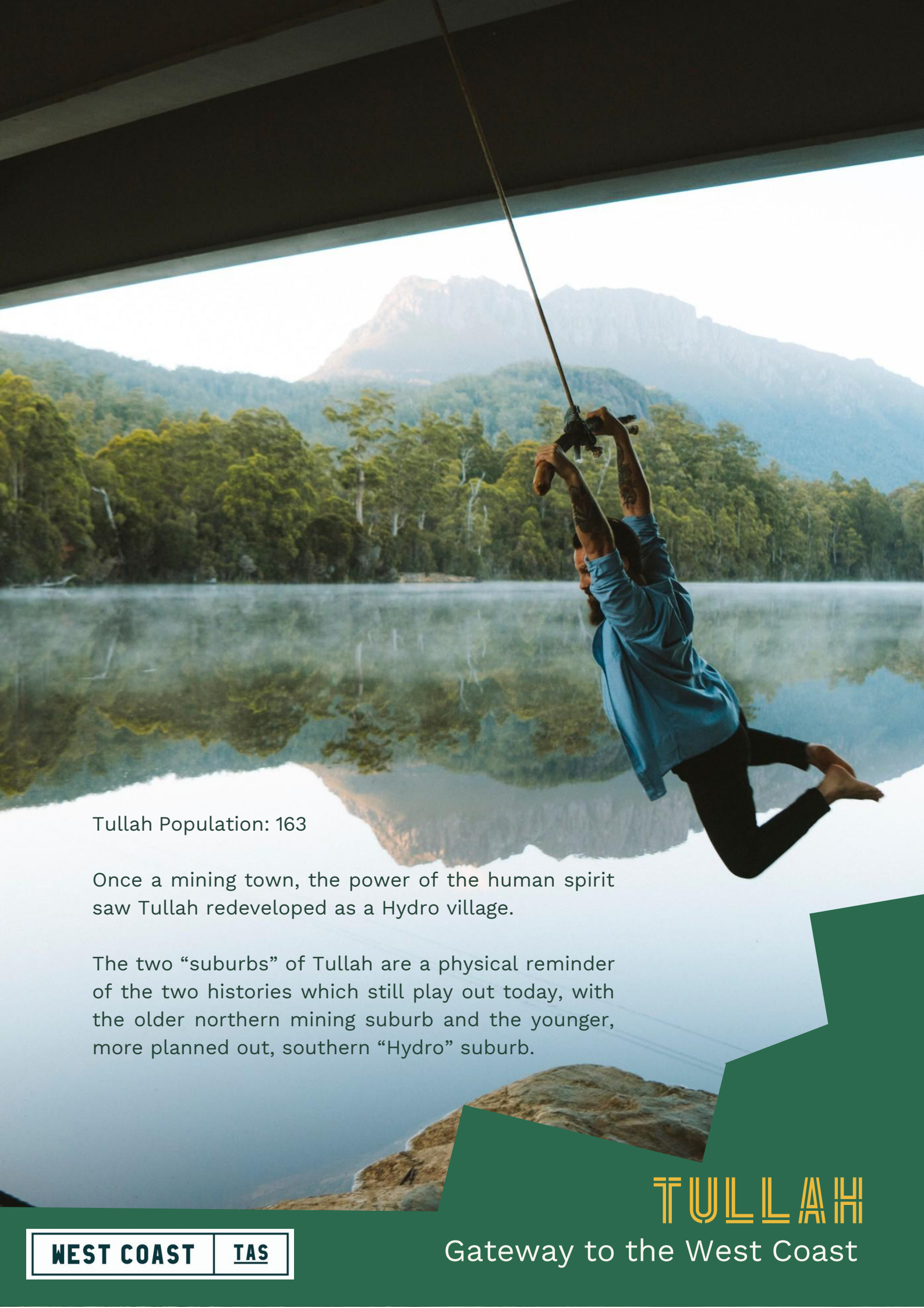
Nearby Mount Read has Tasmania's highest rainfall.

ROSEBERY

People of the Mist

WEST COAST

TAS



Tullah Population: 163

Once a mining town, the power of the human spirit saw Tullah redeveloped as a Hydro village.

The two “suburbs” of Tullah are a physical reminder of the two histories which still play out today, with the older northern mining suburb and the younger, more planned out, southern “Hydro” suburb.

WEST COAST

TAS

TULLAH

Gateway to the West Coast



ESSENTIAL SERVICES

WEST COAST SCHOOLS

[Mountain Heights School](#) Queenstown
[St Josephs' Catholic School](#) Queenstown
[Rosebery District School](#) Rosebery
[St Joseph's Catholic School](#) Rosebery
[Strahan Primary School](#) Strahan
[Zeehan Primary School](#) Zeehan
[Child and Family Learning Centre](#)
Queenstown

MEDICAL

[West Coast District Hospital](#) Queenstown
[Rosebery Community Health Centre](#) Rosebery
Ochre Health (GM Practices)
[Queenstown](#)
[Rosebery](#)
[Strahan](#)
[Zeehan](#)

PHARMACIES

[Queenstown Pharmacy](#)
[Rosebery Pharmacy](#)
[Strahan Pharmacy](#)
[Zeehan Pharmacy](#)

BANK SERVICES

[Bendigo Bank](#) Queenstown
Australia Post are agencies for banking services throughout the West Coast
(As per above)

AUSTRALIA POST

[Queenstown](#)
[Rosebery](#)
[Strahan](#)
[Tullah](#)
[Zeehan](#)

WEST COAST COMMUNICATION

[7XS radio](#) Queenstown

Facebook is an effective way for West Coaster's to communicate.

All things relating to West Coast events, updates, and announcements can be found on relevant business and community group pages.

COMMUNITY CENTRE'S

[West Coast Community Centre](#) Queenstown
[Rosebery Neighbourhood House](#)
[Zeehan Neighbourhood Centre](#)
[Childcare Centre](#) Queenstown
[Childcare Centre](#) Rosebery

WEST COAST REAL ESTATE

[realestate.com.au](#) (West Coast Tasmania)
[Harcourts West Coast](#)
[Roberts Real Estate West Coast](#)

SUPERMARKETS

[Railway IGA](#) Queenstown
[Evans IGA](#) Queenstown
[Patrick's IGA](#) Strahan
[IGA X-Press](#) Rosebery
[IGA X- Press](#) Zeehan



EMPLOYEE BENEFITS

THERE ARE SO MANY REASONS TO APPLY FOR A JOB WITH WEST COAST COUNCIL

- ♦ Through Spirit Super you can salary sacrifice your superannuation, speak to payroll about your options.
- ♦ West Coast Council is dedicated at establishing a workplace that balances the operational and workload needs of Council with the aim of accommodating our employees' needs whenever possible.

WE CARE ABOUT YOUR HEALTH AND WELLBEING; WEST COAST COUNCIL PROVIDE PERMANENT STAFF:

- ♦ Access to a free EAP service, Choose Life Services provides confidential support and counselling for personal and work-related issues, coaching and advice for leaders and counselling assistance for immediate family members.
- ♦ Quit Smoking – Council is a smoke free workplace. If you're interested in quitting, please see our Councils Corporate and Community Services Manager.
- ♦ Free Gym membership – Council staff are offered the opportunity to utilise gym membership for the Queenstown, Rosebery, Tullah, and Zeehan gyms.
- ♦ Swimming pool season tickets – Council staff are offered discounted swimming pool tickets for use at the Queenstown and Zeehan Swimming Pools. This discount also applies to family season tickets.





INFORMATION FOR APPLICANTS

When applying for a position, you must provide the following:

- A completed Job Application Form [click here](#)
- A current resume with a covering letter
- Address Key Selection Criteria if outlined in Position Description

Employment applications can be submitted:

- Via email to careers@westcoast.tas.gov.au
- Online via the job link on West Coast Council website, [click here](#)
- In person at the Council Office, 11 Sticht Street, Queenstown TAS Or posted, addressed to -

Careers
West Coast Council
PO Box 63
Queenstown TAS 7467

Recruitment Process

1. Application received
2. Shortlisting
 - Shortlisted applicants will be contacted by phone to arrange an interview.
 - Unsuccessful candidates will be advised by email.
3. Interview
 - Unsuccessful interviewees will be advised by phone.
4. Pre-Employment Checks:
 - Reference Check
 - Police Check
 - Medical Assessment
 - Drug and Alcohol screening

All costs covered by West Coast Council

5. Suitability determination and preferred candidate identified
6. Letter of Offer

West Coast Council is an equal-opportunity employer.

Our workforce is diverse, inclusive, flexible and family-friendly.

We value the different backgrounds, skills and contributions of all employees and treat each other and our community with respect.

We want opportunities at West Coast Council to be accessible and attainable to all candidates.

If you are interested in this role but have concerns about your suitability, please talk to us before submitting your application.

Phone 03 6471 4700





Unity of Purpose, Responsiveness, Leadership, Respect & Trust, Partnership, Consistency

POSITION DESCRIPTION

Position Title	Mechanic
Position No	0308
Department	Infrastructure and Operations
Classification	Trade
Reports to	Senior Mechanic
Supervises	Contractors
Review date	August 2025

Position Objective

To effectively and efficiently carry out maintenance and repairs to Council's plant and equipment.

Key Responsibilities

- Maintenance and repair services to all light fleet vehicles.
- Maintenance and repair services to all heavy and light plant, including all equipment.
- Maintain a current knowledge of mechanical products.
- Maintain a current knowledge of mechanical maintenance and repair methods.
- Planning of maintenance schedules and prioritisation.
- Undertake any training to enable increased proficiency.
- Maintain and service Council's plant and machinery and participate in renewals as required.
- Supervise, mentor, and provide guidance to the Apprentice Mechanic for the duration of the qualification.
- Undertake rostering of all work groups and manage leave schedules accordingly.
- Undertake emergency and afterhours repairs of plant and equipment when required.
- Purchasing of goods for preventative maintenance stock control and identified repairs.
- Ensure that all heavy waste trucks are operating to schedule with preventative maintenance a priority.

- Ensure compliance with Council's Occupational Health and Safety and Risk Management Policies and Procedures.

Accountability and Extent of Authority

- May supervise resources or support more senior employees
- If prime responsibility is resource supervision, freedom to act is set by clear objectives and budgets with frequent prior consultation and regular reporting.
- Accountable for the quality, effectiveness, cost and timeliness of work and safety assets managed
- Responsible for health and safety training and awareness.

Judgement and Decision Making

- Problems may be complex or technical, with new solutions requiring some creativity and originality
- Guidance may be available

Specialist knowledge and skills

- Proficient in the operation of more complex equipment or knowledge of the use of plant which requires the exercise of judgement or adaption
- Demonstrated understanding and application of quality control and supervisory techniques.
- Thorough understanding of the technology and procedures within the operating unit
- Ability to provide training or on-the-job training in post-trade or specialist disciplines

Leadership & Management Skills

- Freedom to plan work at least a week in advance
- Possess knowledge of personnel policies and practices applicable to the work performed
- Support a culture of teamwork

Interpersonal Skills

- Ability to gain cooperation and assistance from the public and other employees in performing well defined activities
- May be expected to write reports in their field of expertise

Qualifications and Experience

- Relevant formal qualifications and/or relevant experience

Selection Criteria

- Demonstrated experience in mechanical repairs
- An ability to self-manage, set priorities, achieve deadlines and results – with proven experience in successfully co-coordinating and completing work on time in a team environment
- Ability to communicate effectively with staff, contractors and the public
- Well developed computer software knowledge, adaptation and user skills to enable the use of Council's customer request management system and to develop programs and generate reports.

Additional Information

- All staff are required to actively contribute to creating and maintaining a safe workplace in accordance with Council's OH&S, Risk and Privacy policies as well as all related legislation and Acts
- Willingness to undertake a pre-employment medical and audiometric assessment prior to commencement
- Hold a current Tasmanian Drivers Licence prior to appointment
- A commuter use vehicle is provided as part of the position

Delegations

This position has no specific delegations or authorities under legislation

Allowances

This position receives the Mechanics allowance as per the EBA