

Position Profile | Te whakaturanga ō mahi Health New Zealand | Te Whatu Ora

Title	Fitter			
Role ID				
Reports to	Mechanical Systems Manager			
Location	Central Region CCHV			
Department	Infrastructure and Investment Group (IIG)			
Direct reports	Nil		Total FTE	Nil
Budget size	Opex	Nil	Capex	Nil
Delegated authority	HR	Nil	Finance	Nil
Date				
Job band (indicative)				

The Health System in Aotearoa is entering a period of transformation as we implement the Pae Ora/Healthy Futures vision of a reformed system where people live longer in good health, have improved quality of life, and there is equity between all groups.

We want to build a healthcare system that works collectively and cohesively around a shared set of values and a culture that enables everyone to bring their best to work and feel proud when they go home to their whānau, friends and community. The reforms are expected to achieve five system shifts. These are:

1. The health system will reinforce Te Tiriti principles and obligations.
2. All people will be able to access a comprehensive range of support in their local communities to help them stay well.
3. Everyone will have equal access to high quality emergency and specialist care when they need it.
4. Digital services will provide more people the care they need in their homes and communities.
5. Health and care workers will be valued and well-trained for the future health system.

Organisational Impact

- Supports tangata whenua and mana whenua-led change to deliver mana motuhake and Maori input in the design, delivery and monitoring of health care.
- Supports the delivery of services that are accessible, appropriate and effective for all New Zealanders.

Te Mauri O Rongo – The New Zealand Health Charter

The foundation for how we ensure our people are empowered, safe and supported while working to deliver a successful healthcare system, is Te Mauri o Rongo – the New Zealand Health Charter. It guides all of us as we work towards a healthcare system that is more responsive to the needs of, and accessible to all people in Aotearoa New Zealand.

It applies to everyone in our organisation and sits alongside our code of conduct as our guiding document.

Te Mauri o Rongo consists of four pou (pillars) within it, including:

Wairuatanga – working with heart, the strong sense of purpose and commitment to service that health workers bring to their mahi.

Rangatiratanga – as organisations we support our people to lead. We will know our people; we will grow those around us and be accountable with them in contributing to Pae Ora for all.

Whanaungatanga – we are a team, and together a team of teams. Regardless of our role, we work together for a common purpose. We look out for each other and keep each other safe.

Te Korowai Āhuru – a cloak which seeks to provide safety and comfort to the workforce.

These values underpin how we relate to each other as we serve our whānau and communities.

Together we will do this by:

- caring for the people
- recognising, supporting and valuing our people and the work we all do
- working together to design and deliver services, and
- defining the competencies and behaviours we expect from everyone.

About the role

The primary purpose of the role is to carry out mechanical engineering work including, repairs, maintenance and upgrades at Health New Zealand | Te Whatu Ora sites within Capital & Coast and Hutt Valley (CCHV) District as required and to provide feedback regarding compliance, reactive and planned maintenance and repair of mechanical plant, equipment systems used throughout the hospital(s). It is also to ensure that the CCHV District has a reliable, quality and client friendly mechanical engineering service to all of its sites, at all times, to enable delivery of key health outcomes.

The role has an on-call component which actively takes part in the after hour's on-call trade's team roster that supports the CCHV District.

Key result area	Expected outcomes / performance indicators
Maintenance & repair of systems	• Preventative, reactive and condition-based maintenance, compliance of Boilers, HVAC, mechanical plant, pipe work including medical gases, relevant to plant and infrastructure. • Maintains records of testing and compliance as required. • Effective utilisation of mechanical shop equipment. • Provide assistance to all trades staff on any type of maintenance and engineering related work as requested. • Familiarity and compliance with Maintenance & Engineering Standards and relevant Standard Operating Procedures.

	• Immediate reporting of any faulty or defective mechanical plant or equipment to the Mechanical Leading Hand or Site Facilities Lead. • Consult with the Mechanical Leading Hand or Site Facilities Lead when any changes or improvements are necessary to maintain required standards. • Duties are performed with minimum disruption to services and staff. • Asset Management Information Systems (AMIS) work orders are updated promptly and accurately. • AMIS labour information is entered to meet weekly work scheduling and reporting requirements. • Planned maintenance, condition and defect work is carried out in compliance with instructions. • All vehicles, work areas, storage areas and equipment are kept clean and in good repair. • Respond to urgent work requests or assistance by carrying a Health New Zealand Te Whatu Ora mobile phone at all times during work hours.
Procurement of materials	• Work is assessed for material specifications and the quantity of materials needed by taking measurements and assessing drawings as necessary. Materials are selected in accordance with Engineering and Construction Design Principles and associated material specifications and /or site standards. • Materials and services are requested via AMIS Work Order process and in accordance with Health New Zealand Te Whatu Ora Procurement Policies and Procedures. • Any mechanical stock inventory is managed to ensure levels are adequate to undertake routine, urgent or emergency work without delay.
Specific building projects	• Projects undertaken will be completed within agreed timelines. • Supplier quotes are obtained and approved.
Health & Safety	• Exercises leadership and due diligence in Health and Safety matters and ensures the successful implementation of Health and Safety strategy and initiatives. • Takes all reasonably practicable steps to eliminate and mitigate risks and hazards in the workplace that could cause harm, placing employee, contractor and others' health, safety, and wellbeing centrally, alongside high-quality patient outcomes. • Leads, champions, and promotes continual improvement in health and wellbeing to create a healthy and safe culture. • Practice safe work habits and ensure the health and safety of yourself and others. • Makes unsafe work situations safe and informs the Leading Hand, Site Facilities lead or IIG Manager without delay. • Use Personal Protective Equipment correctly and as and when required or directed. • Report hazards, incidents, accidents, and near misses promptly and accurately. • Seek advice when unsure of work practices. • Complete mandatory training as required.

	• Is knowledgeable of emergency procedures and evacuation plans. • Assists in maintenance of equipment as required, and reports faulty equipment promptly. • Actively practice clinical infection prevention and control standard precautions.
Innovation & Improvement	• Is open to new ideas and create a culture where individuals at all levels bring their ideas on how to 'do it better' to the table. • Models an agile approach – tries new approaches, learns quickly, adapts fast. • Develops and maintains appropriate external networks to support current knowledge of leading practices.
Collaboration & Relationship Management	• Models good team player behaviour, working with colleagues to not allow silo thinking and behaviour at decision making level to get in the way of doing our best and collegially supports others to do the same. • Works with peers in Hauora Māori Service and Pacific Health Business Unit to ensure the voice of and direct aspirations of Māori and Pacific People are reflected in planning and delivery of services.
Compliance & Risk	• Takes responsibility to ensure appropriate risk reporting, management and mitigation activities are in place. • Ensures compliance with all relevant statutory, safety and regulatory requirements applicable to the Business Unit. • Understands, and operates within, the financial & operational delegations of their role, ensuring peers and team members are also similarly aware.

Matters which must be referred to the **Head of Technical Services – CCHV:**

- Any hazards requiring escalation that could cause harm, placing employee, contractor and others' health, safety, and wellbeing at risk
- Any matter that represents A reputational risk for the Central region, IIG and/or broader Health New Zealand | Te Whatu Ora.
- Any issue that has material, time, cost, or resourcing implications.
- Any personnel matter that requires escalation for decision making.

Relationships

External

- Equipment suppliers
- Trade contractors

Internal

- Charge Nurse Managers
- IIG Engineers
- Site Facilities Lead
- IIG Administration Team
- HSS Infection Prevention Control
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About you – to succeed in this role

You will have

Essential:

Qualifications:

- NZ Trade Certificate in Fitting, refrigeration, or Turning and/or Welding.
- A current clean New Zealand driver's license

Core Competencies:

- Experience in implementing Te Tiriti o Waitangi in action.
- Previous experience in the operation, servicing and maintenance of steam and hot water boilers, chillers and HVAC systems within commercial / industrial environments.
- Expertise in the technical aspects of mechanical engineering maintenance and experience in effective preventative maintenance practices.
- Ability to read and correctly interpret technical drawings and advise of any alterations or new documents required.
- Excellent organisational skills.
- Effective oral and written communication skills.
- Commitment to excellence in service delivery to clients/customers
- Commitment to personal and organisation achievement and adherence to Code of Conduct principles for ethical behaviour in the workplace.
- Proven ability to record data accurately and in a timely way using CMMS and computerised systems to capture data which is then used for providing evidence for decision support.
- Time management skills, especially ability to set and follow appropriate priorities.
- Cost conscious.
- Self-motivated and versatile.
- Ability to follow administrative procedures.
- Flexibility to change tasks quickly and adapt skills to meet varying needs.
- Demonstrate ability to “work smarter” by being innovative and proactive.
- Demonstrate a willingness and ability to work sensitively in all areas of the hospital environment.
- Demonstrate a desire and ability to work with others to achieve individual, site maintenance and organisational objectives.
- Demonstrate the ability to be responsive to change.
- Project a credible, dependable and positive image of trades' staff.

Desired:

Qualifications:

- NZ Advanced Trade Certificate in a Mechanical Engineering discipline.

- Confined Space Entry Unit Standard.
- Working at Height Unit Standard.
- CIMS Unit Standard
- Permit to Work Receiver.
- MGPS Competent Person

Skills specific to role:

- Familiarity with Medical Gas Pipeline Services.
- Familiarity with Hazardous Substances legislation / requirements and Asbestos regulations.
- Familiarity with the maintenance requirements of piped systems including, compressed air, low/high temp hot water, steam and condensate and the associated valving.
- Familiarity with Building Management System (BMS) fault finding and servicing of components.
- Above average computer skills and familiarity with the MS suite of software.
- Experience and understanding of legislation and compliance requirements of the Building Act and other relevant Acts and Codes covering the District's operation.
- Ability to identify maintenance requirements through casual observation.

Suitable training will be provided to individuals to gain specific site knowledge.

You will be able to Essential:

- Demonstrate an understanding of the significance of and obligations under Te Tiriti o Waitangi, including how to apply Te Tiriti principles in a meaningful way in your role.
- With the support of Health New Zealand | Te Whatu Ora, you will proactively take care of your own health and safety, to ensure a safe and supportive work environment.
- Maximise the quality and contributions of individuals and teams to achieve the organisation's vision, purpose and goals.
- Establish and maintain positive working relationships with people at all levels within the public and private sectors, related industry and community interest groups and the wider national and international communities.
- Demonstrate a strong drive to deliver and take personal responsibility.
- Demonstrate self-awareness of your impact on people and invests in your own leadership practice to continuously grow and improve.
- Demonstrate the highest standards of personal, professional and institutional behaviour through commitment, loyalty and integrity.

This position description is intended as an insight to the main tasks and responsibilities required in the role and is not intended to be exhaustive. It may be subject to change, in consultation with the job holder.

Selection Criteria

Critical knowledge, skills, and attributes, including specific cultural and/or language requirements.

1. **Leveraging Work Skills.** Previous experience in the operation, servicing and maintenance of steam and hot water boilers, chillers and HVAC systems within commercial / industrial environments. Expertise in the technical aspects of mechanical engineering maintenance and experience in effective preventative maintenance practices.
2. **Health & Safety.** Continuously ensures all engineering and related works comply with the Health & Safety at Work Act 2015 and its regulations, to confirm a safe working environment.
3. **Time Management Skills.** Demonstrates willingness, and ability, to set and follow appropriate priorities, and effectively identify and respond to maintenance requirements.
4. **Teamwork.** Can demonstrate the ability to work effectively with others in a team environment, fostering a collaborative environment
5. **Leveraging Diversity.** Able to demonstrate an understanding of Pae Ora (Healthy Futures) Act 2022, the significance and obligations of Te Tiriti O Waitangi, including how to give effect to those expectations in a meaningful way, and the commitments and equity and priorities of Wai2575.