

Position Description

Position Title	Painter
Position Number	30102299
Division	Finance and Resources
Department	Maintenance
Enterprise Agreement	Maintenance Victorian Public Sector Single Interest Employers Enterprise Agreement 2023 - 2027
Classification Description	Joiner Build Industry Skilled L4
Classification Code	OB63
Reports to	Manager
Management Level	Non Management
Staff Capability Statement	Please click here for a link to staff capabilities statement
Mandatory Requirements	<ul style="list-style-type: none">• National Police Record Check• Drivers Licence• Immunisation Requirements

Bendigo Health

Bendigo Health is a leading regional health service, learn more about us by visiting our website: [Bendigo Health Website - About Bendigo Health](#)

Our organisation is a child safe organisation, committed to the safety and wellbeing of all children and young people. All Aboriginal and Torres Strait Islander adults, children and families will be supported to express and be proud of their culture in an environment that is culturally safe and supported.

Our Vision

Excellent Care. Every Person. Every Time.

Our Values

CARING – We care for our community,

PASSIONATE – We are passionate about doing our best,

TRUSTWORTHY - We are open, honest and respectful

The Position

The Painter position is an important position that will carry out quality onsite painting and decorating works in a residential aged care environment in accordance with Bendigo Health requirements and

relevant standards and regulations. This position will work closely with and report to the Facilities Maintenance Manager and will be part of the maintenance team.

Responsibilities and Accountabilities

Key Responsibilities

- To arrange, organise and carry out the planned and unplanned maintenance, repairs, alterations and additions to Bendigo Health Residential Services facilities paint work and general décor as directed.
- Work as part of a team, responsible for the maintenance and repairs to Bendigo Health Residential Services facilities paint work and general décor.
- Assist to co-ordinate contractors to undertake works for the buildings as required.
- Assist in the procurement and purchasing of materials as requested.
- Prioritise all painting works and assist to co-ordinate maintenance work.
- Handle telephone enquiries and to assist to prioritise requests.
- Order and purchase of goods and services in compliance with the purchasing policies and procedures of the BHC.
- Carry out other works in conjunction with other trade staff as directed.
- Participate in team/departmental meetings and other organisation meetings as required.

Employees are required to carry out lawful directions outlined above or delegated to them. The work to be performed is set out in this position description and, where relevant, any professional standards and codes of conduct and ethics issued by the relevant professional association.

Key Selection Criteria

Essential

1. Qualified Painter (Minimum 5 years after your apprenticeship)
2. Demonstrated experience on commercial builds and excellent attention to detail.
3. Possess a high level of organisation skills to achieve targets. Be effective with time management and able to prioritise critical issues and have a proactive approach to resolving issues
4. Experience and good understanding of Occupational Health & Safety legislation and how it applies to construction projects.

Desirable

5. Demonstrated experience in Health and Aged Care settings would be an advantage.
6. Communication and interpersonal skills to confidently and clearly convey information in a concise and clear manner and is polite and considerate in the dealings with others.
7. Punctual, self-motivated and leads by example.
8. Professional presentation both written and verbally

Generic Responsibilities

All Bendigo Health staff are required to:

- Adhere to the **Victorian Government's Code of Conduct**
- Uphold **Occupational Health and Safety** responsibilities, including self-care, safeguarding others, and participating in safety initiatives and reporting.
- Comply with all **Bendigo Health policies and procedures**, including those related to clinical, managerial, and standard work practices.
- Follow **Infection Control** procedures to prevent cross-contamination and ensure the health and safety of all.
- Maintain **strict confidentiality** regarding all organisational, patient, and staff information.
- Engage in **continuous quality improvement** activities aligned with the National Safety and Quality Health Service Standards (NSQHSS).
- Recognise and respect **diversity**, fostering inclusive practices in the workplace and service delivery.
- Staff must carry out all lawful and reasonable directions and comply with relevant professional standards and ethical codes.
- Safeguard children and young people in our care, by ensuring that your interactions are positive and safe, and report any suspicions or concerns of abuse by any person internal or external to Bendigo Health.
- Maintain ability to perform the inherent requirements of this role. Inherent requirements are the essential tasks necessary to perform this role, including reasonable adjustments. Bendigo Health is committed to a safe workplace that supports all employees. The role may require specific physical and cognitive abilities, which can be discussed with the manager during recruitment or at any time. We understand that personal circumstances can change and impact your ability to meet these requirements; additional policies are available to guide you through this process. Please request the relevant procedures for more information.

All Bendigo Health sites, workplaces and vehicles are smoke free.

This position description is intended to describe the general nature and level of work that is to be performed by the person appointed to the role. It is not intended to be an exhaustive list of all responsibilities, duties and skills required. Any elements of this document may be changed at Bendigo Health's discretion and activities may be added, removed or amended at any time.