

# POSITION DESCRIPTION



## POSITION DETAILS

<b>Position Title</b>	Plant Operator (Civil Works)
<b>Position Number</b>	
<b>Department</b>	Works
<b>Section/ Stream/ Unit</b>	Civil Works, Construction & Maintenance
<b>Classification</b>	Level B1 – C4, NBRC Certified Agreement 2018, Queensland Local Government Industry (Stream B) Award – State 2017
<b>Reports To</b>	Civil Works Supervisor

## POSITION OBJECTIVES

- As part of a multi-skilled team assist the Supervisor with the construction of new Council, Private and Main Roads works, maintenance of existing services and structures in connection with roads and footpaths, drainage and other functions of Council.
- Work effectively as part of a team to achieve daily and project work activities in an efficient and safe manner.

## KEY RESPONSIBILITIES

- Carry out competent plant operation and labouring tasks in the construction and maintenance of roads, including traffic control procedures, kerb and gutter, footpath, concrete drainage etc.
- Safely operate and maintain a variety of commercial plant/ equipment and tools relevant to the work area.
- Maintain work sites, depots, plant and equipment in a clean and safe condition.
- Accurate record keeping and reporting of asset defects.
- Participate in training and professional development to maintain contemporary Civil Construction knowledge, skills and qualifications.
- Such other relevant duties as required from time to time which would generally fall within the scope of this position.

## POSITION REQUIREMENTS

### Essential Skills, Knowledge and Experience

- Demonstrated commitment to work as an effective, positive team member in an environment that encourages staff to maintain a self-motivated, proactive approach and which supports both professional and personal development.
- Well-developed interpersonal skills and ability to contribute to a cohesive team environment and maintain positive relationships with internal and external stakeholders.
- Demonstrated numeracy, written and verbal communication skills, and ability to provide technical advice.
- Basic computer skills and the ability to use mobile devices (tablets/ smart phones).
- Ability to provide and maintain effective and quality customer service.
- Ability to work effectively under supervision to manage time, plan, organise and prioritise own work to achieve defined outcomes.
- Knowledge of, or ability to acquire knowledge of Council's standard work practices, procedures, and policies relevant to the work area and application of same at all times.
- Ability to work in a physically demanding occupation, often in hot and noisy conditions.
- Ability to apply Trade or equivalent level experience, adapt and transfer skills and knowledge in the effective operation and maintenance of relevant plant, equipment and tools.

### Qualifications, Training and Licences

- Current unrestricted 'HR' or 'HC' class drivers licence.

- Possess a Work Safe in the Construction Industry Induction Certificate (White Card).
- Relevant plant operator competency (evidence)
- Traffic Management Implementation Program licence.
- Traffic Control Industry Authority.

#### **Desirable**

- Tertiary qualifications or undertaking formal qualifications relevant to the work area.
- Certificate III Civil Construction Plant Operations.
- Multiple plant operator competencies (RII)
- High Risk Work Licence LF, DG, WP
- Current unrestricted 'MC' class drivers licence.
- Experience working in Civil Construction and/ or Local Government.
- First Aid and CPR qualifications.

### **WORK HEALTH AND SAFETY**

Employees must ensure all work is carried out to meet Work Health and Safety objectives and targets to eliminate risk of injury and illness for themselves and others. Obligations and targets may be met by:

- Complying with the Workplace Health and Safety Act and Regulations;
- Conducting themselves in a manner that ensures their own health and safety and also that of everyone around them;
- Adopting and maintaining safe working practices in accordance with procedures, policy and workplace instructions;
- Using appropriate personal protective clothing and equipment as required and/ or directed;
- Reporting all accidents, injuries, incidents, near misses and damage to plant/ equipment to management as soon as possible;
- Eliminating, reporting or advising a supervisor of potential hazards, hazardous work related conditions and/ or practices; and
- Actively participate in risk assessments of workplace hazards.

### **RISK MANAGEMENT**

Council recognises that risk is an inherent part of all its business activities, programs and projects, services, processes, and decisions and, if not managed correctly and efficiently, could adversely impact on the organisation achieving its strategic goals and objectives.

Accordingly, Council is committed to the identification and management of all risks associated with the performance of Council functions, and the delivery of services, to embed risk management as part of Council's corporate governance framework to protect its employees, the general public, its assets, and the environment.