



POSITION DESCRIPTION

Plant Operator/Labourer- Town Streets

PLANT OPERATOR/LABOURER- TOWN STREETS

POSITION TITLE:	Plant Operator/Labourer- Town Streets
POSITION NUMBER:	3014
AWARD:	Queensland Local Government Industry (Stream B) Award – State 2017
AWARD CLASSIFICATION:	1-7
REPORTS TO:	Urban Works Supervisor
DEPARTMENT:	Infrastructure & Environment
LAST REVIEWED:	August 2021

ABOUT US

Our communities are famous throughout Australia for being the friendliest in North West Queensland. Our towns are well serviced, our natural resources are used wisely, our local economy is diverse and strong, and the local government administration works collaboratively with us to achieve our aspirations.

Our Commitment

We inspire people to create a better future.

Our Vision

Whether you live here or visit, you will see how much we value our natural beauty, how connected our communities are, and how balanced growth makes this the best place in the world.

We Value



Honesty



Integrity



Accountability

OBJECTIVE OF THIS ROLE

Undertake various tasks relating to town maintenance, road maintenance and construction or other activities necessary to complete all Council works programs effectively and efficiently.

REPORTING LINES

This position reports to the Urban Works Supervisor & liaises with staff across the organisation.

GENERAL DUTIES & RESPONSIBILITIES

- Be actively responsible for maintaining a positive image of Council in the Community by attending the workplace (or notifying unplanned absences) and performing tasks to the best of one's ability;
- Complete allocated work effectively and efficiently within expected timeframes and to minimise the amount of re-work required;



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- Actively contribute new ideas that enhance and improve the quality of work delivered to the Community of Cloncurry;
- Identify and report hazards and/or defects within the Shire that can be included in Council's works programs;
- Ensure all Workplace Health & Safety and Environmental practices are adhered to;
- Undertake and complete training and professional development as offered;
- Foster goodwill and cooperation between employees of various departments and work groups within Council;

Any relevant duty as directed within the scope of the position, level of training and competency.

KEY RESPONSIBILITIES IN THIS ROLE

This outlines the general duties and responsibilities of the position, but is not all encompassing:

General:

- Be actively responsible for maintaining a positive image of Council in the Community by attending the workplace (or notifying unplanned absences) and performing tasks to the best of one's ability;
- Complete allocated work effectively and efficiently within expected timeframes and to minimise the amount of re-work required;
- Actively contribute new ideas that enhance and improve the quality of work delivered to the Community of Cloncurry;
- Identify and report hazards and/or defects within the Shire that can be included in Council's works programs;
- Ensure all Workplace Health & Safety and Environmental practices are adhered to;
- Undertake and complete training and professional development as offered;
- Foster goodwill and cooperation between employees of various departments and work groups within Council;
- Any relevant duty as directed within the scope of the position, level of training and competency.

Labouring Activities:

- Grass cutting and maintenance of town streets, parks, gardens and open spaces;
- Perform septic pump outs;
- Street maintenance such as pothole patching, footpath repairs, kerb & channel repair, linemarking;
- Maintain signs and guideposts;
- Litter & Garbage collection;
- Slashing
- Graffiti removal;
- General labouring duties;
- Any other duties as requested by your supervisor to ensure works are carried out in accordance with Council's works program;

Plant Operations:

- Operate plant and machinery within the level of competency, licence or tickets held
- Perform pre-start checks on all equipment prior to use and report any defects;

Maintain all plant, equipment and assets by using preventative maintenance initiatives.

ABILITIES, SKILLS AND KNOWLEDGE REQUIRED

- Possess demonstrated competency in the operation of various small plant and equipment (i.e. mowers, whipper snippers, pumps, generators, chainsaws)
- Possess demonstrated ability to complete assigned tasks within allotted timeframes to a high standard;
- Have the ability to work both independently and in a team, environment participating as a



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team player;

- Have demonstrated knowledge of local government works and/or civil construction industry;
- Have a working knowledge of Workplace Health and Safety Practices and application in the workplace;
- Possess the flexibility to perform work out of ordinary hours, including weekends, as required.

KEY SELECTION CRITERIA

- Demonstrated experience in a similar role;
- Demonstrated experience in plant operations;
- Demonstrated verbal and written communication skills;
- Demonstrated knowledge of Workplace Health and Safety requirements;

QUALIFICATIONS, EDUCATION AND LICENCES REQUIRED

Mandatory:

- A current Police Clearance;
- Hold and maintain a manual C class driver's licence;
- Construction White Card is mandatory prior to commencement;

Desirable:

- Traffic control and traffic management accreditation is highly desirable;
- Heavy Vehicle Licence (HR) is desirable but not essential;
- Plant Operator competencies across a range of machinery is highly desirable;

WORKPLACE HEALTH & SAFETY OBLIGATIONS

All Cloncurry Shire Council Officers have an obligation to uphold workplace health and safety due diligence when working for the Council, Under Section 27 of the *Work Health and Safety Act 2011* ("Act")

To ensure that the person conducting the business or undertaking:

1. to acquire and keep up-to-date knowledge of work health and safety matters
2. to gain an understanding of the nature of the operations and generally of the hazards and risks associated with those operations
3. has available for use, and uses, appropriate resources and processes to eliminate or minimise risks to health and safety from work carried out as part of the conduct of the business or undertaking
4. has appropriate processes for receiving and considering information regarding incidents, hazards and risks and responding in a timely way to that information
5. has, and implements, processes for complying with any duty or obligation of the person conducting the business or undertaking under this Act

All employees of the Cloncurry Shire Council will be required to uphold the obligations mentioned above.

Please sign below if you have read, understood, and accepted the responsibilities of this position as outlined in this position description.

Name

Signature

Date