

Position Description

Waste Operations and Plant Operator

Position Title:	Waste Operations and Plant Operator	Directorate:	Environmental Services
Position Number:	100185	Department:	Sustainability & Environmental
Employment Status:	Full-Time	Position Type:	Outdoor Employee
Employment Type:	Permanent	Location:	Jackson Street Waste Management Centre
Classification Structure:	Grade 2		
Reports to:	Landfill Operations Lead		

PRIMARY PURPOSE:

The primary purpose of this role is to support the safe and efficient delivery of Council's waste services by undertaking a range of operational duties according to operational requirements. These duties may include operating the litter compactor and other plant and machinery, litter and waste collection, landfill operations, resource recovery, and bin delivery and maintenance.

ORGANISATIONAL REPORTING RELATIONSHIPS:

1. Internal:

- The Waste Operations and Plant Operator reports to the **Landfill Operations Lead** for all operational and management matters.
- The role is a key contributor to the Waste Team and will liaise with other employees of Council.

2. External:

- The role will liaise with external stakeholders such as members of the public, ratepayers, residents, visitors, industry suppliers, service providers and contractors to the City of Glenorchy.

Accountabilities And Responsibilities

Operational and Job specific	Waste Collection & Litter: ▪ Operate Council's litter compactor vehicle and associated equipment. ▪ Collect and transport waste from Council facilities, parks, reserves, streetscapes and public places. ▪ Clean public bins and surrounding areas and remove litter and graffiti where required. ▪ Inspect public waste infrastructure and report defects or maintenance requirements. ▪ Support waste minimisation and best-practice waste management outcomes. Landfill Machinery Operations: ▪ Operate landfill plant and equipment including compactors, loaders, excavators, dozers and other machinery as required.
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	- Assist with the operation, management and improvement of the Jackson Street Waste Management Centre. - Direct customers and traffic within the landfill and resource recovery areas where required. Resource and Recovery: - Assist with litter control, recycling operations and household hazardous waste management. - Ensure waste is inspected, categorised and disposed of in accordance with relevant site procedures, permit conditions and operational requirements. - Undertake general landfill operational duties as directed. - Assist with the operation of the Resource Recovery Facility. - Sort, recover and manage reusable and recyclable materials. - Support processing, storage and movement of recovered materials. - Maintain a safe, clean and organised work environment. - Assist customers with resource recovery and recycling enquiries. Bin Delivery and Maintenance: - Deliver kerbside waste, recycling and FOGO bins to residential and commercial properties. - Repair, replace and maintain kerbside bin assets. - Maintain records of bin deliveries, repairs and replacements. - Assist with bin audits and inventory management. - Respond to service requests relating to Council's kerbside bin fleet.
Team Work and Collaboration	- Collaborate with all council employees and proactively share knowledge to help build and maintain skills and capability. - Perform duties in a manner that fosters cooperation and maintains positive working relationships with team members. - Show respect for others and their viewpoints, contributing to an inclusive and respectful workplace culture. - Deliver high-quality, compliant work and advice that earns trust and promotes respect from colleagues and the community. - Work collaboratively with team members and stakeholders to achieve outcomes effectively and on time. - Assist in the delivery of daily team operations, participating in team meetings, and allocating work tasks. - Contribute to an inclusive workplace culture by respecting diverse perspectives and encouraging open, constructive communication - Take ownership and responsibility for delivering activities that benefit the community and align with council goals, strategic and annual plans. - Must be available for work on weekends and public holidays as the landfill operates 7 days a week, applicable penalty or overtime rates apply as per Council's Enterprise Agreement.
Outdoor worker	- Participate in and contribute to daily pre-start meetings, including hazard identification and task planning. - Follow Safe Operating Procedures (SOPs), Safe Work Method Statements (SWMS) and all safety directives.

	▪ Accurately complete timesheets, job records and required documentation in a timely manner. ▪ Operate plant, equipment and tools safely and in accordance with training, compliance and authorisations. ▪ Maintain current First Aid certification (provided by Council).
Customer Service	▪ Represent the Council in a professional and positive manner ▪ Ensure that a high standard of customer service is maintained to both internal and external customers. ▪ Identify and contribute to opportunities for continuous improvement in service delivery.
Organisational Responsibilities	▪ Take ownership of work priorities to ensure tasks are completed accurately, efficiently, and to a high standard. ▪ Ensure all assigned work is delivered within agreed timeframes, budgets, and quality expectations. ▪ Support and promote a diverse and inclusive workplace culture that prioritises the safety and wellbeing of children, young people, the community, and employees. ▪ Employees may be required to perform additional duties that are within the scope of their skills, competencies, and training, consistent with their classification level. These duties may be undertaken across various areas of the Council, as directed, to support organisational needs and service delivery. ▪ This role may require reasonable after-hours activities and overtime when required by business needs.
Governance, Risk and Compliance	▪ Undertake all activities in accordance with Council's code of conduct, values, policies, procedures, delegations and legal obligations. ▪ Comply with Work Health and Safety (WHS) policies, procedures and safe work practices. ▪ Promptly report hazards, incidents, injuries or unsafe practices in accordance with Council requirements. ▪ Ensure adherence to all relevant legislation, regulations, and organisational standards to maintain compliance with legal, safety, and certification requirements. ▪ Proactively identify areas of non-compliance and support the implementation of corrective actions. ▪ Comply with relevant legislation, permit conditions, Council procedures and operational requirements applicable to the role. ▪ Identify and report potential non-compliance, hazards and operational issues to the Landfill Operations Lead. ▪ Participate in professional development and training activities and maintain up-to-date certifications and complete all mandatory compliance and training requirements.

Key Selection Criteria

Essential Qualifications	▪ Demonstrated competence in operating machinery and equipment
Desirable	▪ White Card ▪ Waste Collection, Landfill or Litter experience ▪ Registration to Work With Vulnerable People (RWVP)
Licences	▪ Current unrestricted Medium Rigid (MR) Drivers Licence or higher (or ability to obtain). ▪ First Aid
Skills and Experience	▪ Experience in waste, landfill, resource recovery or comparable operations. ▪ Ability to safely operate plant and undertake physical/manual duties; ▪ Efficient time management skills, along with good problem-solving skills including using initiative. ▪ Effective verbal communication and customer-service skills, including the ability to provide clear directions and assistance to members of the public. ▪ Demonstrated understanding and knowledge of Work, Health and Safety relevant to heavy plant and outdoor operational work. ▪ Ability to work cooperatively as part of team and to undertake duties across litter collection, landfill operations, resource recovery and bin services

Work Environment

Glenorchy City Council is a values-based organisation, committed to attracting, recruiting, and retaining individuals who uphold our values and actively contribute to the positive culture we aspire to build.

We are dedicated to maintaining high standards of performance in all areas, particularly in relation to Community, Work Health and Safety, Diversity, and Child Safety. All employees are expected to contribute to a safe and inclusive work environment by:

- Promoting and maintaining safe working conditions and practices.
- Supporting fair and equitable access to employment, promotion, training, and personal development.
- Actively working to eliminate workplace harassment and discrimination.
- Ensuring compliance and reporting obligations to safeguard children and young people.

The behaviours and performance standards expected of all Council employees are governed by our Code of Conduct, Workplace Values, Directives and guidelines.

Please note that Glenorchy City Council is a drug, alcohol, vape and smoke-free workplace.

Our Values



WE RESPECT EACH OTHER

We respect the skills, knowledge and diversity of our team mates

Everyone is heard and is valued

We care for the well-being and safety of each other

We check in on each other without being prompted

Listening and being listened to matters



WE ARE TRUSTED

I've got your back and you've got mine

We do what we say we will

We are empowered

Have honest and open conversations

We are trusting and trustworthy

We learn from our mistakes and share what we learn



TOGETHER WE ARE BETTER

Robust and thoughtful decision making together

Solving important problems together

We reach out to others and across teams for help

We collaborate more and handball less

Share our skills and knowledge



WE DELIVER

We serve and stand up for our community

We knuckle down and focus on what matters

We are courageous and determined to find a way

We seek opportunities to continually improve outcomes and then we act on them

Our Culture

This is OUR WAY to achieve results through our people and teams to make Glenorchy a better place every day.

WE FOSTER AND MODEL A CULTURE WHERE:

We **RESPECT** others and their viewpoints as being as important as our own

We trust and are **TRUSTED** by each other

We know that by working **TOGETHER** we achieve better outcomes

We take personal responsibility, and together we **DELIVER** for our community

ACKNOWLEDGEMENT:

I have read and agree to abide by the requirements of this position description.

Employee Name:

Employee Signature:

Date: