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Position Description

PLANT OPERATOR – GENERAL LABOURER

DOC-BUS-HRPD-215

Please note that Position Descriptions are under constant review and may be changed, after consultation, to reflect organisational requirements at any time.

POSITION: Plant Operator – General Labourer

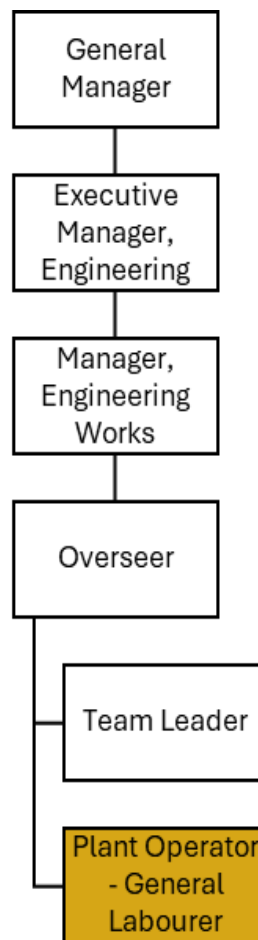
SECTION: Engineering Works

SUPERVISOR: Engineering Works Manager

POSITION REPORTS TO: Overseer

CLASSIFICATION: Grade 1 to Grade 3 (dependent on experience)

HOURS OF WORK: 76 Hours per fortnight



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POSITION OVERVIEW

The Plant Operator – General Labourer position is delivery focused within the engineering works function of Council's organisational chart. This position requires operation of various items of plant and equipment along with general labouring duties to deliver civil construction related maintenance and upgrade works consistent with Council's works plans, policies and procedures and site conditions.

DETAILED POSITION REQUIREMENTS

Plant Operation

- Operate equipment including but not limited to utility vehicle, medium/heavy rigid trucks, rollers, loaders, etc.
- Ensure plant inspections are regularly done and all necessary paperwork is filled out. Book / organise servicing in consultation with the overseer and plant manager so plant and equipment is maintained in good working order and kept in a neat and tidy manner
- Report any defects, suspected faults or breakdown to Plant Manager while ensuring all equipment used is adequate for the task being performed
- Use small plant, hand and power tools to carry out duties in safe, efficient and effective manner

General Duties

- Liaise with other members of the team to ensure that site conditions optimise maintenance activities
- Installation of guideposts consistent with road construction activities
- Worksite documentation including Pre-starts, Toolbox's, Inspection forms including traffic control inspections and other documentation as directed by the Team Leader or supervisor in accordance with Council policies and procedures
- Respond to afterhours incidents on call out basis
- Undertake traffic control activities as required
- Observe work starting and finishing times to ensure team effectiveness
- General labouring including shovel work – can involve heavy lifting tasks as directed by supervisor
- Other duties as required and directed by the supervisor

Safety

- Ensure compliance with Risk Assessments, Safe Work Method Statements (SWMSs), other WHS and NSW SafeWork requirements
- Act responsibly to ensure the safety of yourself, other staff and members of the public in accordance with Council policies, procedures and applicable legislation
- Compliance with Council protective clothing policy Eg steel toe-capped boots, long sleeve shirts, long pants, sun protection, etc
- Use PPE where required e.g. hard hats, glasses, ear protection
- Liaise with Councils Enterprise Risk Manager for Risk Assessments, Safe Work Methods, etc.
- Participation in Council's immunization program which may include hepatitis A & B and tetanus.

Training

- Consult with Overseer and Engineering Works Manager regarding training requirements
- Undertake training needed to fulfill position requirements

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QUALIFICATIONS & EXPERIENCE

Essential Criteria

- Current Class C Drivers License with demonstrated experience in operation of construction plant and equipment similar to the type of work being undertaken (equipment including but not limited to vehicle, medium and heavy rigid trucks, rollers, loaders, drills, jack hammers, chainsaws, whipper snippers, etc.);
- WHS construction induction white card;
- A positive attitude and team player, ready to work within the Engineering Team for delivery of the highest standard of works;
- Ability to partake in physical tasks including manual handling, set out of traffic signs, loading/unloading of vehicles;
- Demonstrated ability to communicate effectively and follow instructions both verbally and in writing;
- Understanding of Work Health and Safety (WHS) requirements applying to the workplace and ability understand and follow Council policies and procedures;
- Commitment to ongoing personal development and training;
- Demonstrated knowledge of and commitment to Equal Employment Opportunity principles.

Desirable Criteria

- Current HR Licence
- Forklift Licence
- Certificate III Civil Construction
- SafeWork NSW Implement Traffic Control Plans
- SafeWork NSW Traffic Controller
- First Aid & CPR Certificate
- Knowledge of bitumen related maintenance and resealing activities
- Load Restraint training
- Chain of Responsibility (COR) training

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