

POSITION TITLE: Plant Operator (Grader) **POSITION NO:** 2190

EMPLOYMENT TYPE: Permanent Full Time

CLASSIFICATION: Level C

CERTIFIED AGREEMENT: Field Staff **AWARD:** QLGIA

DEPARTMENT: Infrastructure

BRANCH: Works

REPORTS TO: Supervisor Works

ORGANISATIONAL VALUES: ☐ Honesty ☐ Respect ☐ Accountability ☐ Integrity ☐ Unity

1. PRIMARY ROLE

To be an effective team member of a road maintenance or construction team in the use of plant in a safe and efficient manner

2. KEY RESPONSIBILITIES

Key duties and responsibilities may include, but are not limited to:

1. Provide high quality specialist operation of Council's grader and other plant/equipment during road maintenance operations and road construction.
2. Work under remote supervision and supervise a team of employees (in the absence of the site supervisor/team leader) within the context of the road construction team environment as required.
3. Maintain and service plant and vehicles on a daily basis in accordance with operating procedures.
4. Maintain a daily record of plant and vehicle movements to enable Council to monitor plant usage.
5. Comply with Council's operating procedures and site-specific work plans.
6. Provide accurate records to assist with the reconciliation of materials issued to work sites.
7. Read and interpret basic plans and instructions.
8. Perform general labouring and other activities as required.
9. Undertake traffic control and implement traffic control plans as required.
10. Complete and maintain administrative records (e.g., timesheets, service logbooks)
11. Liaise with workplace representatives and employees to continuously improve work practices.
12. Complete additional activities and reasonable directions given by management.

3. ADDITIONAL FACTORS

- Participation in after hours and weekend work is a requirement of this position
- Level of fitness required to undertake a broad range of physical tasks
- Working outdoors in hot conditions

4. ACADEMIC, TRADE QUALIFICATIONS AND OTHER LICENCES - MANDATORY

- Certificate of Competency in Grader Operations
- Minimum requirement of a current C Class driver's licence
- General Safety Induction for Construction Worker Certification (White Card)
- HR Licence and other plant tickets/certifications (desirable)
- Traffic Controller Licence (desirable)
- Certificate III in Civil Construction (desirable)

5. KEY SELECTION CRITERIA

1. Proven experience in the operation of a Grader to achieve final trim tolerance and standards on road construction and maintenance works.
2. Knowledge of road maintenance and construction techniques in relation to the use of road grading equipment.
3. Demonstrated ability to achieve maintenance/construction standards, lead employees and make daily decisions in a team environment.
4. Sound literacy, numeracy and oral communication skills.
5. Ability to complete assigned works duties on time and within required standards.
6. Demonstrated ability to maintain and service heavy plant and equipment (including pre-start inspections).

WORKPLACE HEALTH AND SAFETY

The employee will comply with their health and safety duties as detailed in the *Work Health and Safety Act 2011* and Council's Workplace Health and Safety Management System Plan. Employees will also comply with: -

- Their health and safety duties as stated in Council's procedure titled Work Health and Safety Duties and Responsibilities.
- Instructions given by the manager and/or supervisor in respect of the health and safety of themselves and other persons.

CUSTOMER SERVICE

The employee will provide excellent customer service to internal and external customers.

FRAUD, CORRUPTION AND RISK MANAGEMENT

- Report any risks identified (including fraud and corruption) in the performance of duties and responsibilities related to routine day to day activities and special projects.
- Participate and contribute to the conduct of a documented risk assessment that includes fraud and corruption prevention, evaluation, analysis and mitigation of Council's risk exposure.

INTELLECTUAL PROPERTY

Security of Council information viewed or accessed during the performance of duties is contained in the provisions of the Employee Code of Conduct. Subsequently, employees are required to ensure the security and appropriate intended use of Council information at all times.

AUTHORISATION	
General Manager Infrastructure: Aaron Meehan	Signature: 