

POSITION TITLE: Waste Collection Operator **POSITION NO:** 2275
EMPLOYMENT TYPE: Permanent Full Time
CLASSIFICATION: Level B
CERTIFIED AGREEMENT: Field Staff **AWARD:** QLGIA
DEPARTMENT: Infrastructure
BRANCH: Technical Services & Waste
SECTION: Waste Management
REPORTS TO: Waste Management Officer

ORGANISATIONAL VALUES: Honesty Respect Accountability Integrity Unity

1. PRIMARY ROLE

Efficiently perform waste disposal services in accordance with Council's work schedules and identified quality and quantity standards.

2. KEY RESPONSIBILITIES

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

1. Operate a range of trucks and heavy earthmoving equipment including loaders and compactors and other equipment to attend to the daily maintenance of the landfill site.
2. Operate earthmoving equipment to level surfaces to specified grades, make cuts, finish grades and excavate landfill site in accordance with Council's requirements.
3. Undertake waste disposal works programs as required (e.g. load and move dirt and other materials, backfill and compact dirt and cover solid waste).
4. Assist with maintenance and repair of the landfill, transfer stations and roadside litter control as required, which may involve the use of small plant.
5. Complete and maintain administrative records (e.g. timesheets, risk assessments, logbooks, quotes etc).
6. Ensure plant and equipment is kept in a safe working order and complete basic maintenance as required (including pre-start inspections).
7. Ability to perform general labouring duties as required.
8. Operate a range of plant such as rear loading, roll on roll off vehicles and medium heavy rigid and heavy combination waste collection/disposal vehicles as required.
9. 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
- Operating equipment in varying degrees of noise and vibration
- Working outdoors in hot conditions
- Immunisation injections will be required

4. ACADEMIC, TRADE QUALIFICATIONS AND OTHER LICENCES - MANDATORY

- Minimum requirement of a current HR drivers licence
- General Safety Induction for Construction Worker Certification (White Card)
- Front End Loader Operator Ticket (Desirable)
- HC Drivers Licence (Desirable)

5. KEY SELECTION CRITERIA

1. Previous experience in the effective operation of heavy combination vehicles and plant in a waste collection/disposal environment.
2. Proven ability to follow direction, establish work priorities and meet deadlines with minimal supervision.
3. Ability to work under minimal supervision and complete assigned work duties on time and within required standards.
4. Basic literacy, numeracy, and communication skills.
5. Ability to work effectively in a team environment.

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: 