



## Schedule 2: Position Description

<b>Position:</b>	Plant Operator/Labourer
<b>Position Number:</b>	7047
<b>Directorate:</b>	Works Directorate
<b>Team:</b>	Sealed Network
<b>Position Status:</b>	Permanent Full Time
<b>Classification:</b>	Queensland Local Government Industry (Stream B) Award
<b>Current Level:</b>	Level 4
<b>Reports to:</b>	Sealed Network Team Leader
<b>Location:</b>	Ilfracombe
<b>Accountable for:</b>	n/a
<b>Revised:</b>	April 2024

### Our Vision

Connecting Council and Community

### Our Mission

Delivering Excellent Services

### Our Value

1. A Safe and Healthy Work Environment
2. Inclusiveness and Respect
3. Consistency and Fairness
4. Teamwork and Staff Development
5. Performance and Value for Money
6. Leadership and Collaboration
7. Sustainability
8. Forward-looking

## Position Objective

The primary objective of this position is to contribute to the successful construction, repairs and maintenances of bitumen-based surfaces such as but not limited to, roads, driveways and parking lots. The position will be required to undertake a range of plant operations and manual labouring tasks as part of a multi-disciplined team.

## Position Responsibilities

Functional Area	Key Accountabilities
Labouring	<ul style="list-style-type: none"> <li>• Carry out a variety of manual and skilled tasks related to maintenance including but not limited to               <ul style="list-style-type: none"> <li>○ Sweeping</li> <li>○ Raking</li> <li>○ Manual Digging</li> <li>○ Loading and Removing Rubbish</li> </ul> </li> <li>• Carry out various duties including labouring and manual handling tasks as required with road maintenance, drain maintenance or construction work.</li> <li>• To undertake road patching and maintenance works with surface and pavement construction/restoration including car parks, footpaths/bikeways.</li> <li>• To assist with maintenance of footpaths, street signs and street furniture within the Region.</li> <li>• Carry out traffic control, including placing traffic cones, barricades and signed to established the designated zone, as per traffic management plans.</li> </ul>
Plant Operation	<ul style="list-style-type: none"> <li>• Undertake general maintenance of plant and equipment, to ensure it is in an excellent and safe working condition.</li> <li>• Operate assigned vehicle/ plant in an excellent and safe working condition</li> </ul>
General	
	<ul style="list-style-type: none"> <li>• Other such relevant duties as required from time to time which would generally fall within the scope of this position as directed by your accountable supervisor or the Chief Executive Officer.</li> <li>• Advise immediate accountable supervisor of any faulty equipment.</li> </ul>

## Key Internal Relationship Accountabilities

Internal	
Leading Hand	<ul style="list-style-type: none"> <li>• Have an effective relationship with the team leader and be responsive to their directions to achieve the program of works</li> </ul>
Team Leader	<ul style="list-style-type: none"> <li>• Have an effective relationship with the team leader and be responsive to their directions to achieve the program of works.</li> <li>• Communicate any faults or issues.</li> </ul>
Supervisor	<ul style="list-style-type: none"> <li>• Have an effective relationship with the Supervisor and be responsive to their directions to achieve the program of works.</li> </ul>

	<ul style="list-style-type: none"> <li>• Communicate any faults or issues.</li> </ul>
External	
Public	<ul style="list-style-type: none"> <li>• Uphold and maintain Councils community relationships by always presenting in an approachable and kind manner</li> </ul>

## Inherent Requirements of the position

- Willingness to undertake further training as required.
- Ability to meet the physical demands of this role.
- This position is required to wear an approved Longreach Regional Council uniform at all times.
- This position requires a Pre-Employment Medical Assessment.
- Class Unrestricted 'C' Drivers Licence.
- Demonstrate a commitment to Councils' core values through personal action.

## Position Requirements

### Skills

- Able to demonstrate a commitment to Council's core values through personal action.
- Able to gain respect and create good working relationships across all levels of Council.
- Good attention to detail and a commitment to high quality work.
- Good time management, organisation and planning skills with an ability to prioritise and manage own time and meet critical timeframes.
- Ability to perform manual labour, such as shoveling, raking and other physically demanding activities.
- Ability to proficiently operate various plant and equipment used in road construction and maintenance.

### Knowledge

- A thorough understanding of how to maintain a safe working environment.
- A sound knowledge of relevant legislation and Council policies and procedures, applicable to area of work.
- Basic knowledge of maintaining and troubleshooting plant and equipment to ensure correct function and operation.
- Basic knowledge of mixing asphalt materials according to specifications and handling aggregates and bitumen.

### Mandatory Experience/Qualifications

- Current "MR" Class Drivers Licence, or ability to obtain.
- General Construction Induction Card. (White Card)
- Traffic Management Implementation.
- Conduct Roller Operations Competency
- Conduct Skid Steer Loader Operations Competency
- Conduct Front-end Loader Operations Competency

### Desirable Experience/Qualifications

- Provide First Aid and CPR Certification

- Work Safely at Heights Certification.
- Traffic Controller Accreditation.

## Delegations and Authorisations

Nil.

## Physical Requirements

### Physical Demand Category

- Sedentary Work
- Light Duty - Frequent lifting/carrying of objects weighing up to 5kgs.
- Medium Work - Frequent lifting/carrying of objects weighing up to 10kgs.
- Heavy Work - Frequent lifting/carrying of objects weighing up to 25kgs.

### Audio-Visual Demands

- Depth Perception  Colour Discrimination  Peripheral Vision  Hearing

### Specific Actions Required

This job may include:

Standing/Walking

- None
- Occasional
- 1-4 Hours
- 4-6 Hours
- 6-8 Hours

Sitting

- None
- Occasional
- 1-4 Hours
- 4-6 Hours
- 6-8 Hours

Driving

- None
- Occasional
- 1-4 Hours
- 4-6 Hours
- 6-8 Hours

### Work Environment

Attribute	Yes	No
Chemicals	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Cold	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dampness	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fumes/Gases	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Heat/Humidity	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Heights	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Noise	<input checked="" type="checkbox"/>	<input type="checkbox"/>

### Repetitive Motions

- Simple Grasping  Fine Manipulation  Pushing & Pulling  Finger Dexterity  Foot Movement

### This Job Will Require

Manoeuvre	Frequent	Occasional	None
Bending	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Squatting	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Climbing	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Twisting	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reaching	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- Plant operation with maximum seat rating of 150kgs



## Workplace Health and Safety Obligations

All employees have a legal obligation to comply with regulatory requirements and **LRC– SMS (Longreach Regional Council's - Safety Management System)** incorporating WH&S policies, procedures and work instructions. These are introduced to ensure the health and safety of employees, contractors, visitors, volunteers, the public and the environment and remain compliant with Industry Benchmark Standards.

The following statements apply to all employees, including permanent, part-time and casual employees. Your responsibilities include:

1. To comply with instructions given for WH&S at a workplace by the employer;
2. Comply with the Health and safety duties and Duty of Care requirements as specified within the Work Health and Safety Act 2011 Part 2.
3. Timely reporting all accidents, incidents minor injuries, near misses and property damage (within 24 hours of the event) and assisting, if required, with the investigation of all incidents in the workplace;
4. For a worker to use the PPE (Personal Protective Equipment) provided by the employer after proper instruction in its use;
5. Not to wilfully or recklessly interfere with or misuse anything provided for WH&S at the workplace;
6. Not to wilfully place at risk the WH&S of any persons at the workplace including yourself;
7. Adhere to the LRC–SMS by remaining compliant to Council's WH&S Management Plan and completing relevant Monthly Action Plan items;
8. Performing all work and associated functions in a safe, efficient and effective manner;
9. Complying with all documented WH&S policies, procedures, work instruction and verbal instructions issued by the organisation or its officers;
10. Provide advice to ensuring risk assessments are conducted and recorded for all identified hazards, or prior to the implementation of new work practices, hazardous substances, or plant. Also, as required, assisting or participating in the carrying out of risk assessments on identified hazards;
11. Identifying hazards, conducting risk assessments, and implementing corrective action to eliminate hazards where possible and / or control risks in the workplace;
12. To report hazards and risks in accordance with WH&S procedures;
13. Establishing and maintaining a high standard of housekeeping within your individual work area(s) and generally within the Longreach Regional Council's area of responsibility;
14. Attending any toolbox, team talks or specific training (e.g. Take 5s etc.) as supplied and required by Longreach Regional Council;
15. Being familiar with the location of first aid treatment centres, fire protection facilities and evacuation procedures;
16. Report any concerns for WH&S to your Supervisor.



## Acknowledgement

This Position Description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of employees assigned to the role.

<b>Authorised By:</b>	Director of Works- Andre Pretorius
<b>Signature:</b>	
<b>Date:</b>	
<b>Present Incumbent:</b>	
<b>Signature:</b>	
<b>Date:</b>	