



## Sealed Network Plant Operator/Labourer

### Position Description

<b>Incumbent:</b>	Vacant
<b>Position Number:</b>	7047
<b>Directorate:</b>	Infrastructure Services
<b>Team:</b>	Sealed Network
<b>Position Status:</b>	Permanent Full Time
<b>Classification:</b>	QLGIA (Stream B) Level 4
<b>Current Level:</b>	4
<b>Reports to:</b>	Sealed Network Team Leader
<b>Location:</b>	Ilfracombe
<b>Accountable for:</b>	n/a
<b>Revised:</b>	September 2018

### Our Vision

The communities of the Longreach Region, with their individual identities and a proud heritage, will be characterised by their cohesive and inclusive nature, making the region a location of choice for business investment and outback living.

Reaching a population of 5,500 by 2027, the Longreach Region will be characterised by strong communities and a vibrant economy driven by skills and innovation in a diversity of traditional and new industries.

### Our Mission

Council's Mission is to deliver decisive leadership in making locally-responsive, informed and responsible decisions, providing the highest-quality services and facilities to all communities of the Longreach Region.

### Our Eight Core Values

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 role of this position is to be responsible for undertaking a range of plant operation and labouring tasks as part of a multi-disciplined team that is responsible for the maintenance or construction of roads, traffic furniture or any other associated structure.

## Position Responsibilities

- Operation of any vehicle/plant in an efficient and safe manner in accordance with traffic regulations.
- To maintain any vehicle/plant in an excellent and safe working condition.
- Carry out various duties including labouring and manual handling tasks as required with road maintenance, drain maintenance or construction work.
- To undertake road patching and maintenance works with surface and pavement construction/restoration including car parks, footpaths/bikeways.
- To assist with maintenance of footpaths, street signs and street furniture within the Region.
- Carry out traffic control, including signs and barricades as required.
- Advise immediate accountable supervisor of any faulty equipment.
- Maintain a strong customer focus on all duties and work carried out.
- 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.

## Position Requirements

### Skills

- Ability to operate, inspect and maintain plant and equipment
- Developed communication skills with the ability to deal with all levels of staff, management and businesses.
- Good customer service skills, both internal and external customers.
- Developed analytical and problem solving ability.
- Ability to perform basic numerical calculations.
- Ability to effectively manage time and meet deadlines with minimal supervision.

### Knowledge

- Proven ability to operate a range of plant and hand in a safe manner.
- Knowledge of basic laboring duties.
- A thorough understanding of how to maintain a safe working environment.
- Sound knowledge of road regulatory and advisory signage.

### Mandatory Experience/Qualifications

- Proven experience in general maintenance and laboring duties.
- Current "MR" Class Drivers Licence.
- General Construction Induction card.
- Certificate III in Civil Construction.
- Control Traffic with a Stop Slow Bat.
- Traffic Management Implementation.

- Plant competency including: Roller and Skidsteer.
- Working at Heights certification.

**Desirable Experience/Qualifications**

- First Aid and CPR Certificate.
- Plant competency including: Front End Loader and Backhoe.
- High Risk Work Forklift licence.

**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	Sitting	Driving
<input type="checkbox"/> None	<input type="checkbox"/> None	<input type="checkbox"/> None
<input type="checkbox"/> Occasional	<input type="checkbox"/> Occasional	<input type="checkbox"/> Occasional
<input type="checkbox"/> 1-4 Hours	<input checked="" type="checkbox"/> 1-4 Hours	<input checked="" type="checkbox"/> 1-4 Hours
<input checked="" type="checkbox"/> 4-6 Hours	<input type="checkbox"/> 4-6 Hours	<input type="checkbox"/> 4-6 Hours
<input type="checkbox"/> 6-8 Hours	<input type="checkbox"/> 6-8 Hours	<input type="checkbox"/> 6-8 Hours

**Work Environment**

Attribute	Yes	No
Chemicals	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Cold	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dampness	<input type="checkbox"/>	<input checked="" 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>	Roger Naidoo, Director of Infrastructure Services
<b>Signature:</b>	
<b>Date:</b>	
<b>Present Incumbent:</b>	Vacant
<b>Signature:</b>	
<b>Date:</b>	