



Labourer Position Description

Incumbent:	VACANT
Position Number:	7030
Directorate:	Infrastructure Services
Team:	Concrete Team
Position Status:	Permanent Full Time
Classification:	QLGIA (Stream B) Level 3
Current Level:	3
Reports to:	Concrete Supervisor
Location:	Longreach
Accountable for:	n/a
Revised:	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 manual handling/labouring duties within road construction, including signage, levelling and other duties as directed by the Supervisor.

Position Responsibilities:

- Ability to carry out road and drain construction laboring duties.
- Assist in the construction/repair of concrete structures, driveways, slabs and laying of pavers.
- Carry out barricading, signage and exclusion zone placement as required.
- Perform manual handling tasks such as lifting, digging, raking, sweeping, and shovelling
- Safe and correct operation of powered tools, ensuring any faulty or damaged equipment is reported.
- Safe and correct operation of vehicles and light plant associated with construction works.
- Ensure plant and hand tools are kept in good working order, and used correctly and in a competent manner.
- Ensure that all work is carried out in line with Council's Workplace Health and Safety policies and procedures.
- 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 carry out machine operation, daily servicing checks and basic maintenance as per operators handbook and workshop guidelines.
- Ability to operate a range of hand tools associated with maintenance and construction works.
- Developed communication skills with the ability to deal with all levels of staff, management and businesses.
- Manual dexterity and the ability to lift heavy weights in compliance with Council's WH&S Policies and Procedures
- Ability to effectively manage time and work with minimal supervision.

Knowledge

- Basic Knowledge in road, and concrete works.
- A good understanding of how to maintain a safe working environment.
- Some knowledge of road regulatory and advisory signage.

Mandatory Experience/Qualifications

- Demonstrated competence/experience in construction/maintenance labouring duties in various aspects of civil construction and maintenance works.
- Current Drivers Licence (Class C).
- Construction Card white card.
- Proven ability to operate a range of minor plant and hand tools associated with construction works.
- Be physically capable of performing heavy manual duties.

Desirable Experience/Qualifications

- Senior First Aid Certificate.
- Certificate II in Civil Construction.

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 checked="" type="checkbox"/> Occasional | <input type="checkbox"/> Occasional |
| <input type="checkbox"/> 1-4 Hours | <input type="checkbox"/> 1-4 Hours | <input checked="" type="checkbox"/> 1-4 Hours |
| <input type="checkbox"/> 4-6 Hours | <input type="checkbox"/> 4-6 Hours | <input type="checkbox"/> 4-6 Hours |
| <input checked="" 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 checked="" type="checkbox"/>	<input type="checkbox"/>
Dampness	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Fumes/Gases	<input type="checkbox"/>	<input checked="" 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.

Authorised By:	Roger Naidoo, Director of Infrastructure Services
Signature:	
Date:	
Present Incumbent:	
Signature:	
Date:	