

<b>POSITION TITLE:</b>	Plant Operator Backhoe	<b>POSITION NO:</b>	2146
<b>EMPLOYMENT TYPE:</b>	Permanent Full Time		
<b>CLASSIFICATION:</b>	Level B		
<b>CERTIFIED AGREEMENT:</b>	Field Staff	<b>AWARD:</b>	QLGIA
<b>DEPARTMENT:</b>	Infrastructure		
<b>BRANCH:</b>	Works		
<b>REPORTS TO:</b>	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 plant and equipment during road construction and maintenance operations.
2. Maintain and service plant and vehicles on a daily basis in accordance with operating procedures.
3. Maintain a daily record of plant and vehicle movements to enable Council to monitor plant usage.
4. Comply with Council's operating procedures and site-specific work plans.
5. Provide accurate records to assist with the reconciliation of materials issued to work sites.
6. Read and interpret basic plans and instructions.
7. Perform general labouring and other activities as required.
8. Undertake traffic control and implement traffic control plans as required.
9. Complete and maintain administrative records e.g., timesheets, service logbooks, risk assessments etc.
10. Complete additional activities and reasonable directions given by management.

## 3. ACADEMIC, TRADE QUALIFICATIONS AND OTHER LICENCES - MANDATORY

- Minimum requirement of a current C Class driver's licence.
- General Safety Induction for Construction Worker Certification (White Card).
- LB (Backhoe) Operator Ticket.
- LE (Excavator) Operator Ticket (desirable).
- Truck licence (HR) and other plant tickets/certifications (desirable).
- Level 2 Traffic Management (desirable).
- Civil Maintenance & Construction experience (desirable).

**4. KEY SELECTION CRITERIA**

1. Demonstrated experience in the effective operation of mobile plant within a construction/maintenance environment together with knowledge of road construction and maintenance techniques.
2. Demonstrated ability to achieve quarry, construction and maintenance standards.
3. Demonstrated ability to maintain and service heavy plant and equipment (including pre-start inspections).
4. Basic literacy, numeracy and oral communication skills.
5. Sound understanding of and commitment to equal employment opportunity and workplace health and safety principles and practices.

**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.

<b>AUTHORISATION</b>	
<b>General Manager Infrastructure:</b> Aaron Meehan	Signature: 