

<b>POSITION TITLE:</b>	Plant Operator / Excavator
<b>POSITION NUMBER:</b>	10302
<b>AWARD:</b>	Queensland Local Government Industry (Stream B) Award – State 2017
<b>AWARD CLASSIFICATION:</b>	QLGIA Stream B Level 8
<b>REPORTS TO:</b>	10446 Supervisor Maintenance Urban Emerald
<b>DEPARTMENT:</b>	Infrastructure and Utilities

### ABOUT US

#### Our vision

A progressive region creating opportunities for all.

#### Our mission

We are a council committed to continuous improvement, a sustainable future and efficient investment in our communities.

#### Our values

- Respect and integrity.
- Accountability and transparency.
- Providing value.
- Commitment and teamwork.

### OBJECTIVE OF THIS ROLE

The Plant Operator / Excavator will undertake the operation of an excavator with various attachments with a high level of skill. In addition, this role will also undertake labouring duties across the Central Highlands Regional Council and Main Roads road networks as directed by the Supervisor.

### KEY RESPONSIBILITIES IN THIS ROLE

#### 1. Excavator Operation and Maintenance.

- Exercise precision skills in the operation of an Excavator in accordance with Council and TMR Standards on road networks and Civil Construction/Maintenance projects/activities.
- Undertake regular maintenance checks on the Excavator and/or associated plant.
- Adopt best practice in relation to road maintenance and construction activities.

#### 2. Drain Construction and Repair.

- Undertake the construction and repair of earth drains to specified vertical and horizontal tolerances.

- Use skill and experience to identify issues with existing sites and employ appropriate techniques to rectify using available equipment inclusive of GPS and laser devices

### **3. Site Preparation.**

- Undertake site preparation works for concrete and culvert construction to tolerances specified in design.
- Interpret complex design drawings and specifications and advise site staff on appropriate methodologies

### **4. Training and Development.**

- To actively participate in ongoing training and self-development to achieve continuous improvement for yourself and council.

### **5. Safety and Training**

- Work according to safe work procedures and undertake necessary training to ensure regulatory compliance is met and zero harm is achieved.

Additionally, this position may be required to conduct other duties as lawfully directed by the reporting manager.

## **ABILITIES, SKILLS AND KNOWLEDGE REQUIRED**

### **Mandatory:**

- Demonstrated ability to operate an Excavator within design tolerances.
- Demonstrated ability to operate GPS and laser equipment relevant to excavator operations.
- Sound communication skills with the ability to work autonomously and within a team environment.

### **Desirable**

- Demonstrated knowledge of the National Heavy Vehicle Regulator regulations and requirements.
- Ability to operate within a remote camp environment (as required).
- Demonstrated experience and skills in civil infrastructure related works such as plant operation, road construction and maintenance.

## **QUALIFICATIONS, EDUCATION AND LICENCES REQUIRED**

### **Mandatory:**

- Queensland Heavy Combination (HC) drivers' licence (or ability to obtain within 12 months).
- General Construction Induction Card.
- Civil Construction Excavator Operations Statement of Attainment or ticket.
- Load and Unload Plant (or ability to obtain).

### **Desirable:**

- Various plant and equipment statement of attainments or tickets
- Traffic Management Implementation.
- First Aid certificate.

## WORK ENVIRONMENT, PHYSICAL AND PSYCHOSOCIAL DEMANDS

This position requires the employee to carry out activities which may include constant sitting, standing, walking and forward reaching. Dynamic neck movements (while operating light/ heavy vehicles), and the ability to maneuver on uneven/ sloped ground are also essential. Occasional manual handling tasks, lifting up to 24kg, carrying up to 24kg.

This position requires the employee to work in an outdoor environment and may be exposed to the sun, wind, rain, heat/cold, uneven terrain, wildlife and traffic.

## CORPORATE REQUIREMENTS YOU MUST MEET

1. Commitment to council's vision, mission and values.
2. Compliance with council's code of conduct.
3. Adherence to all relevant council policies and procedures, certified agreement, your contract of employment and relevant legislation, including the *Local Government Act, 2009* and *Work Health and Safety Act, 2011*.
4. Commitment and adherence to council's customer service charter.
5. Compliance with all relevant and necessary pre-employment checks required for this role.
6. Commitment to council's corporate plan.
7. Commitment to equal employment opportunity, diversity and merit principles.
8. Commitment to ensuring a workplace free from bullying, harassment and discrimination.
9. Efficient and effective utilisation of resources as allocated under the level of responsibility for the position.
10. Commitment to change management.

## ELIGIBILITY AND PRE-EMPLOYMENT CHECKS

To be appointed to a permanent position, you must be an Australian citizen, or have permanent residency status, or a visa permitting you to work in Australia permanently. If you have a visa permitting you to work temporarily in Australia, you may be appointed to a position on a temporary basis, providing the work complies with the conditions of your visa.

The pre-employment checks relevant to this position include:

- Right to work in Australia.
- Medical assessment.
- Reference checks.

## CORE COMPETENCIES WE NEED FROM YOU

Competency	Definition	Level
Delivering Results	Having the ability to set objectives for yourself and others, taking a forward looking perspective, and delivering successful outcomes within agreed parameters.	2
Communication	Identifying and using appropriate communication styles and methods, taking into consideration the audience and the desired outcome. Building and maintaining effective working relationships with key stakeholders, both internal and external.	2
Initiative and innovation	Anticipating situations and problems, finding appropriate solutions, grasping opportunities for improvements and taking	2

	ownership for continuous improvement that goes above and beyond the call of duty.	
Flexibility	Being able to adapt your thinking and behaviour to suit different situations and changing circumstances. Taking other people's views on board, accepting new and different ways of working and encouraging others to embrace change.	2
Teamwork	Having the ability to work as part of a team, actively encouraging team working and recognising the role you play as part of the council team.	2
Commitment to Council	Being willing and able to align your own behaviours with the objectives, goals and values of council; acting as a role model and promoting the values to others.	2
Customer service	Aligning your behaviour with the customer service charter to ensure both internal and external customer needs are met; taking a positive attitude, showing commitment and having a can do approach.	2
Workplace Health & Safety	Taking reasonable care for the health and safety of yourself and others, complying with reasonable instruction and co-operating with council policy and procedure.	2

**A copy of the Competency Handbook is available on the Central Highlands Regional Council website under 'Careers with Council'.**

### GENERAL OBLIGATIONS

1. This is a description of the job as it is presently constituted. Council will regularly review position descriptions and appropriately update them to ensure that they relate to the job being performed, or to incorporate whatever changes are being proposed. Where appropriate, employees will be consulted on the changes and employees are expected to participate in consultation.
2. Whilst employment is in the position described in this document it is understood that employment is with Central Highlands Regional Council. In the event of organisational change or restructure, council may require employees to undertake other roles for which they are qualified and capable of performing.
3. Employees may be required to undertake a variety of duties not related to their substantive role in the times of disaster or significant exceptional operational circumstances.
4. All employees are responsible for making and keeping records in accordance with legislation, information standards and other relevant guidelines and procedures.
5. Failure to maintain any competency, licence or qualification, which are a condition of your employment, may result in demotion or termination as council is unable to guarantee your transfer to a position not requiring said competency/licence/qualification.

**Please sign below if you have read, understood and accepted the responsibilities of this position as outlined in this position description.**

Name

Signature

Date

