

POSITION DETAILS

Position Title:	Plant Operator - Civil	Position Grade:	4
Department/Group:	Operations / City Infrastructure	Position Status / Hours per Week:	Permanent / 38 hours

PRIMARY PURPOSE OF THE POSITION

- Operate plant safely and to full capacity in undertaking Civil construction works
- Provide labouring assistance to the Civil team as and when required
- Assist other sections of the Operations Service Unit as and when required in operating plant, driving trucks or providing labouring assistance on construction or maintenance works

SELECTION CRITERIA

Experience/Specific Skills

- High level of competency in the operation of backhoe/loader, excavator and bobcat and similar civil and landscape construction related plant and equipment
- Experience in civil or landscape construction work with ability to read diagrams and plans
- Class MR licence with sound driving record
- Physically able to perform labouring work associated with Civil construction and/or landscaping projects
- Competent level of literacy and numeracy to fulfil the record keeping requirements of the role
- WHS General Construction Induction Certificate

Personal Attributes

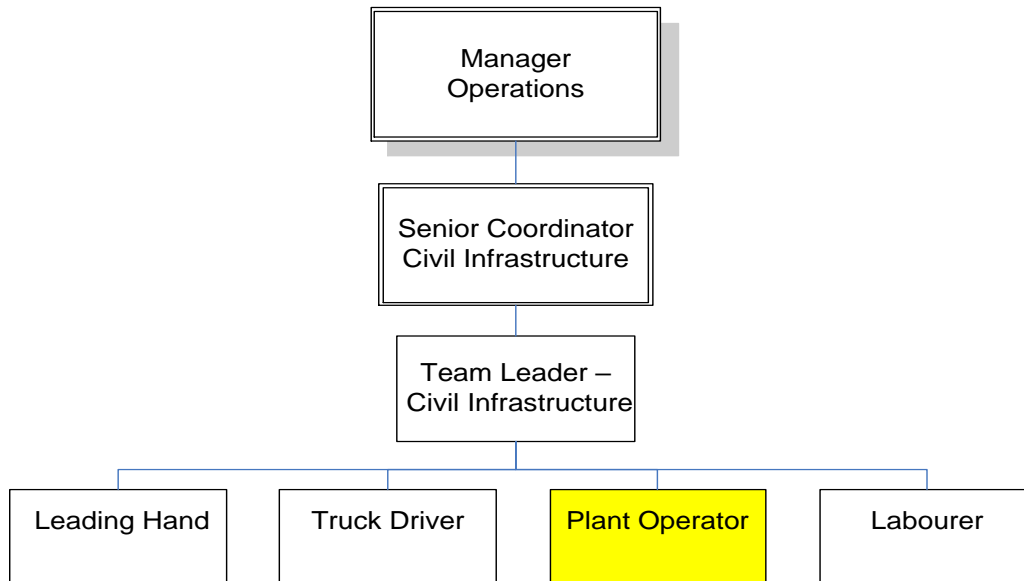
- Self-motivated and able to work without close supervision
- Able to use initiative to solve day to day work problems
- Knowledge of and commitment to WHS and EEO principles
- Reliability
- Team Worker

Desirable Qualifications, Experience and/or Skills

- Experience in formwork and concrete finishing
- Experience in drainage and road construction
- Experience with environmental controls
- Experience with traffic management controls
- Electrical Awareness Certificate (5099)
- Bi-lingual language skills

Please note: In line with Council's COVIDSafe Workplace Policy & Procedure all staff are required to be vaccinated against COVID-19

ORGANISATIONAL CHART



SERVICE ACCOUNTABILITIES

	The statements below indicate how the duties and responsibilities of this position contribute to the wider activities carried out by the City Works Directorate of the organisation.
120	Stormwater improvement and maintenance service
134	Car park improvement and maintenance service
146	Roads, bridges and seawalls improvement and maintenance service
148	Footpaths and cycleways within open space improvement and maintenance
150	Footpaths and cycleways within passive recreation space improvement and maintenance

CORPORATE ACCOUNTABILITIES

The statements below indicate the relevant organisational “Accountabilities” that the position holder is required to observe.

1	To comply with legislative requirements
3	To adhere to Council plans, policies, procedures and Code of Conduct
4	To understand, adhere and promote all WHS policies and procedures
5	To understand, adhere and promote Council's EEO policies and procedures.
7	To understand and respond to the needs of our customers in accordance with the Customer Service Charter
8	To deliver your accountabilities and meet your project milestones, performance targets and service levels as required within your job plan

CORPORATE ACCOUNTABILITIES

12	To actively document all policies, procedures, projects and activities (as required)
13	To actively share information and knowledge on issues, training and better practice to relevant staff
14	To identify and initiate improvements of business systems to maximise service delivery
15	To identify and initiate improvements of processes to maximise service delivery
17	To identify and minimise exposure to risk
20	To be involved in or provide feedback on corporate initiatives
21	To positively and proactively work with others across the organisation to deliver the outcomes
25	To model Council's values
26	To create and contribute to a positive work environment within my team, my Unit and the workplace.
28	To undertake relevant training to improve performance of the individual, organisation and meet mandatory requirements
30	To use, store and manage digital and hard copy information in accordance with Council's policy and procedures

WORK HEALTH AND SAFETY RESPONSIBILITIES

You are required to perform your duties in accordance with this Position Description, City of Ryde Code of Conduct, policies procedures and instructions, where appropriate. You are also responsible for the following:

Work Health and Safety

- Follow safe practices/procedures to perform your duties in a manner, so as not to put yourself or others at risk of harm;
- Participate in development of safe work methods and risk assessments with your Supervisor when required;
- Actively participate in WHS inductions and training when required;
- Wear Personal Protective Equipment (PPE) in the prescribed manner and when specified;
- Participate in workplace inspections if required;
- Take care of any plant or equipment of any kind, including computer and other telecommunication devices;
- Participate in emergency preparedness training, including any required knowledge for business continuity plans;
- Report all hazards, near misses and damage to City of Ryde property to your Supervisor.

Certificates of Competency / Licences

- Where required for the position, either by legislation or through City of Ryde policies and procedures, maintain all certificates, licences, operative training etc, and advise Supervisors of any change to these, including vehicle licences.

Injury Management

- Report all injuries/illnesses to your Supervisor immediately;
- If injured at work, actively cooperate and participate to comply with obligations imposed under injury management and return-to-work plans where applicable.

Risk Management

- Report any potential public liability and professional indemnity exposures in your workplace to your Supervisor.

OUR VALUES

All employees at City of Ryde are to observe our values which are:

Health & Safety

We take personal responsibility for our own health, wellbeing and safety. As well as the health, wellbeing and safety of our colleagues and customers.

Excellence

We do the best we can for our customers and embrace innovation in the way we work.

Accountability

We are honest, transparent and act in the best interest of Council and the community.

Respect

We listen, seek to understand, and celebrate the diversity of the people within our organisation and the community.

Teamwork

We work within both our own teams and other teams to successfully achieve council's goals

Employee's Name	
Employee's Signature:	
Date:	