

ROLE DESCRIPTION

Plant Operator Excavation Water Sewer

Directorate	Community Service Delivery
Unit	Water & Sewer
Reporting to	Overseer Water & Sewer
Position Number	
Band	1/3
Grade	6
Date of Review	January 23

Council Overview

The Richmond Valley LGA is the base of the Northern Rivers region of NSW, extending from the coastline of Evans Head to the foothills of the Great Dividing Range. We have rolling hills, beautiful beaches, state forests, national parks, Crown lands and nature reserves.

We are proud to have won multiple awards for our culture including: Outstanding Employer of the Year by NSW Northern Business Chamber 2019, and Large Employer of the Year by Training NSW 2016, Best Tap Water in Australia 2022 and much more!

Our Values and Behaviours



Primary purpose of the role

The primary purpose of the role is to operate excavation plant and equipment to provide a high level of service in the maintenance, construction and repair of water, sewer and drainage infrastructure in line with Council's delivery and operational plans.

Key Accountabilities

- Operate, service and maintain an excavator in a safe and effective manner within the limits of the machine for a range of activities including but not limited to; water and sewer construction and maintenance, concrete and drainage works, roadside vegetation, and sediment and erosion control.
- Carry out work within the vicinity of underground and overhead services in accordance with utility providers duty of care.
- Use various attachments associated with the machinery including laser levelling equipment for trenching and drainage.
- Assist with water and sewerage construction and maintenance activities ancillary to plant operation, including setout of works, establishing line and levels and assist with labouring duties.
- Apply well developed job co-ordination and administration skills including pre-planning, programming and delivery of routine works in collaboration with supervisor.
- Ensure works comply with quality systems including standard of works and environmental protection requirements.

Key Challenges

- Juggling competing priorities on a daily basis while keeping work sites safe and compliant
- Applying knowledge to find solutions when operational activities don't work as they are planned.

Qualification Requirements

Essential

- Construction Induction Certificate (WHS White Card)
- Class MR Driver Licence
- Nationally accredited certificate or proven competency for LE - Excavator
- Nationally accredited certificate for Work Near Overhead Powerlines
- SafeWork accredited certificate for Traffic Controller
- SafeWork accredited certificate for Implement Traffic Control Plans
- SafeWork approved High Risk Licence for DG - Dogging

Desirable

- Class B Asbestos Removal Licence
- National certificate or proven competency for LS – Front End Loader – Skid Steer
- Nationally accredited certificate or proven competency for LB – Backhoe
- Nationally accredited certificate for Chainsaw Operation – Crosscut (Level 1)
- Certificate III Water Industry Operations

Organisational Obligations

- Adhere to Code of Conduct
- Council Policies and Procedures
- WHS Obligations and Responsibilities

Key Relationships

Who	Why
Internal	
Overseer Water and Sewer	✓ Receive advice and report progress towards business objectives and discuss future directions
Water and Sewer Team	✓ Contribute to team discussions and knowledge share across the team
External	
Contractors	✓ Communicate needs, provide advice and manage expectations

Role Dimensions

Decision Making

The role is accountable for the autonomous delivery of regularly occurring tasks, receiving general guidance from their leader. It is also accountable for the delivery of reasonable tasks assigned by their leader within timeframes and meeting expectations of quality and outcomes.

Problems are solved by applying standards, established practices and procedures, or operating instructions.

Direct Reports

None

Financial Delegation

None

Leaseback Motor Vehicle

None

Technology

Mobile Phone, Access to WHS Tablet

Emergency Warden Responsibilities

None

Immunisation Requirements

Activities of this position could involve exposure to Hepatitis A and B or Q Fever, vaccination against these hazards or proof of immunity is required.

On-Call





Participation in an On-Call Roster is required with up to 2 weeks rotation.

Allowances

Level 1 Adverse Working Conditions

Capabilities

Below is the full list of capabilities and the level required for this position. View more details of the <https://capability.lgnsw.org.au/>

Local Government Capability Framework		
Capability Group	Capability Name	Level
 Personal Attributes	Manage Self	Foundational
	Display Resilience and Adaptability	Intermediate
	Act with Integrity	Foundational
	Demonstrate Accountability	Intermediate
 Relationships	Communicate and Engage	Foundational
	Community and Customer Focus	Foundational
	Work Collaboratively	Intermediate
	Influence and Negotiate	Foundational
 Results	Plan and Prioritise	Foundational
	Think and Solve Problems	Foundational
	Create and Innovate	Foundational
	Deliver Results	Intermediate
 Resources	Finance	Foundational
	Assets and Tools	Intermediate
	Technology and Information	Foundational
	Procurement and Contracts	Foundational

Focus Capabilities

The focus capabilities for the position are those judged to be most important.

Local Government Capability Framework		
Capability	Level	Behavioural Indicators
Personal Attributes Manage Self	Foundational	<ul style="list-style-type: none"> • Checks understanding of own role within the team • Proactively seeks instruction and guidance • Approaches work tasks with energy and enthusiasm • Stays up to date with knowledge, training and accreditation in relevant skills areas • Is willing to learn and apply new skills • Learns from mistakes and the feedback of others
Personal Attributes Demonstrate Accountability	Intermediate	<ul style="list-style-type: none"> • Follows through reliably and openly takes responsibility for own actions • Understands delegations and acts within authority level • Is vigilant about the use of safe work practices by self and others • Is alert to risks in the workplace and raises them to the appropriate level
Results Deliver Results	Intermediate	<ul style="list-style-type: none"> • Takes the initiative to progress own and team work tasks • Contributes to the allocation of responsibilities and resources to achieve team/project goals • Consistently delivers high quality work with minimal supervision • Consistently delivers key work outputs on time and on budget
Resources Assets and Tools	Intermediate	<ul style="list-style-type: none"> • Uses a variety of work tools and resources to enhance work products and expand own skill set • Ensures others understand their obligations to use and maintain work tools and equipment appropriately • Contributes to the allocation of work tools and resources to optimise team outcomes

Acknowledgement

Plant Operator Excavation Water Sewer

Employee Name: _____ Date: ____/____/____

Signature: _____

Manager Infrastructure Services

Employee Name: _____ Date: ____/____/____

Signature: _____