

Position Description

Title: Team Leader Bitumen Patching (Position 2046)	Award Classification: Band 2, Level 1
Department: Infrastructure Delivery	Salary Classification: Grade 3
Tenure: Permanent Full Time	FTE: 1

Context:

The Infrastructure Delivery team operates in an environment subject to continual regulatory and funding change both at State/Federal Government Level. In particular, usage growth and renewal needs, regulatory responses, community development concerns, ageing infrastructure, infrastructure maintenance, infrastructure renewals and build infrastructure are key contributing trends to be addressed over time through the work of Council and the Infrastructure Delivery Team.

Role Purpose:

Providing services in construction and maintenance of roads.

Key Accountabilities:

- Organising and leading the team by example in the field, passing on skills and techniques to other members of the team to enable efficient use of manpower, plant and materials.
- Carrying out bitumen restoration works as required
- Able to identify, assess and provide report/feedback to the Infrastructure Manager or Works Engineer where bitumen patching is required.
- Able to identify pavement defects on roads which may be critical to be repaired and provide reports to Manager Infrastructure Delivery or Works Engineer.
- Leading and supervising team members and providing direction and support consistent with Council's Performance Development System and relevant Council staff policies.
- Supervising contractors where required.
- Operating and carrying out routine maintenance works on the truck and ensuring plant is serviced/maintained in accordance with plant requirements and Council standards.
- Carry out a variety of labouring functions such as concreting, cleaning drains, pick and shovel work, etc.
- Recommending changes, where appropriate, to ensure all team members have clearly defined responsibilities, objectives and performance criteria covering their positions.

- Ensuring compliance with relevant Council Policies
- Promoting high levels of customer service
- Performing other reasonable duties as directed by the Manager Infrastructure Delivery or their delegate

Core Competencies:

- Relevant qualification and at least three years' experience in bitumen patching or road maintenance industry
- At least two years' experience in driving/operating bitumen patching trucks ("Paveliner", "Flowcon" or similar vehicles will be highly regarded) and sprayed bitumen sealing works.
- Understanding of the principles of road patching, heavy patching and sprayed bitumen seals.
- Ability to liaise with the public and demonstrated customer service focus.
- Proven ability to supervise and motivate staff
- Sound knowledge of Occupational health and safety practices and procedures and the ability to establish and maintain safe work practices.
- Physical ability to undertake truck driving and labourer duties.
- Ability to accept, interpret and action verbal and written instructions
- Demonstrated understanding of traffic management plans & signage and hold Traffic Control at Worksites Certification (Red, Yellow and Blue Levels)
- Demonstrated knowledge of and ability to care for and maintain plant and vehicles
- Demonstrated superior communication skills, both verbal and written;
- Demonstrated ability to lead a team which has diverse and demanding responsibilities
- Current NSW WHS Construction Induction Certificate
- Current NSW HR or MR Driver's licence (HR preferred)

Supervision Received:

This role reports to the Coordinator Maintenance Response.

Supervision Exercised:

The following roles report to the Team Leader Bitumen Patching:

- Labourer General x2



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inspired, connected
Macleay Valley”**

Role Authorisation:

.....(Director Signature) Date

Role Acceptance and Accountabilities:

The work of the role has been discussed and explained to me and I expect to be held to account for work performed in accordance with this role.

.....(Role Incumbent's Signature) Date