

Lachlan Shire Council



Position Description Truck Driver Level 2 – Gravel Haulage Truck & Trailer

Directorate	Infrastructure Services
Location	Condobolin
Classification/Grade/Band	Grade 5 - Band 1/Level 3
Position Code	4300032
Date position description approved	2 August 2023

Council Overview

The Heart of NSW encompasses the local government area of the Lachlan Shire and is well known for its natural beauty, friendly and welcoming locals and relaxed bush lifestyle. The towns and villages in the Lachlan Shire capture the essence of life in the bush. All our towns and villages have unique features and attractions to explore, so come and see some of the most beautiful country in Australia.

Council Values

COOPERATIVE

Team work is the key, all working together towards a common goal

RESPONSIVE

Committed to the needs of the Organisation and the Community

RESPECT

We treat others with kindness, fairness and tolerance in all our professional and personal interactions

EFFECTIVE

We accomplish a purpose, we produce the expected result and are effective workers without wasting time and effort

PROUD

We take pride in our work and doing the best job we can. We are proud of Council and its achievements

Primary purpose of the position

This position is responsible for the operation and maintenance of Council's Gravel Haulage Truck. Including undertaking other duties including general labouring and minor plant operation.

Key Accountabilities

Within the area of responsibility, this role is required to:

- Ensure the operation, servicing and maintenance of the gravel haulage truck and attached trailer (if in use) are undertaken efficiently
- Ensure the operation and maintenance of plant, typically trucks but also including items of minor plant are undertaken efficiently
- Ensure plant and equipment are regularly serviced and maintained
- Contribute as part of a team to construction, reconstruction, repairs and maintenance of Council's infrastructure, mainly roads
- Implement Traffic Control signage in accordance with the Traffic Control Plans
- Ensure general labouring and operational duties are undertaken efficiently
- Ensure the identification and evaluation of work conditions are accurate and adhered to
- Undertake coaching and training of trainees/relief operators
- Ensure all Council WH&S policies and procedures are adhered to at all times
- In accordance with Clause 8 (ii) Local Government (State) Award, the employer may direct the employee to carry out such duties that are within the limits of the employee's skill, competence and training

Key Challenges

- Competing demands and priorities

Key Relationships

Who	Why
Roads Coordinator	<ul style="list-style-type: none">• Guide, direct, and mentor team members support performance and development• Lead discussions and decisions regarding service goals and outcomes
Overseer/Ganger	<ul style="list-style-type: none">• Provide advice and progress on future works program• Support and contribute to decision making• Identify emerging issues/risks and their implication and propose solutions

Key External Relationships

Who	Why
Members of the public	<ul style="list-style-type: none">• Maintain a friendly, professional and positive council presence• Ensure public safety at all times

Reports to

Overseer/Ganger and/or Roads Coordinator

Essential Criteria





- Heavy Combination Licence
- Construction Induction Certificate
- Previous work related experience
- Demonstrated knowledge of truck maintenance
- Good communication and customer service skills
- Good literacy skills

Desirable Criteria

- Multi Combination Licence
- Traffic Controllers Certificate
- Apply Traffic Control Plans

Capabilities for the role

Below is the full list of capabilities and the level required for this position. The capabilities in bold are the focus capabilities for this position. Refer to the next section for further information about the focus capabilities. Performance in the role will be assessed against these competencies.

Local Government Capability Framework		
Capability Group	Capability Name	Level
 Personal attributes	Manage Self	Intermediate
	Display Resilience and Adaptability	Foundational
	Act with Integrity	Foundational
	Demonstrate Accountability	Intermediate
 Relationships	Communicate and Engage	Foundational
	Community and Customer Focus	Foundational
	Work Collaboratively	Foundational
	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 competencies for the role are the competencies in which occupants must demonstrate immediate competence. The behavioural indicators provide examples of the types of behaviours that would be expected at that level and should be reviewed in conjunction with the role's key accountabilities.

Local Government Capability Framework		
Group and Capability	Level	Behavioural Indicators
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
Relationships Work Collaboratively	Foundational	<ul style="list-style-type: none"> Keeps team and supervisor informed of what he/she is working on Shares knowledge and information with team members and other staff Offers to help colleagues and takes on additional tasks when workloads are high Is aware of the wellbeing of co-workers and provides support as appropriate Is open to input from people with different experiences, perspectives and beliefs
Results Plan and Prioritise	Foundational	<ul style="list-style-type: none"> Understands team objectives and own contribution Plans and organises own work tasks Asks when unsure about the relative priority of allocated tasks Manages time appropriately and re-prioritises as required Identifies and informs supervisor of issues that may impact on completion of tasks
Resources Assets and Tools	Intermediate	<ul style="list-style-type: none"> Uses a variety of plant, work tools and resources to enhance work products and expand own skill set Ensures others understand their obligations to use and maintain plant, work tools and equipment appropriately Contributes to the allocation of plant, work tools and resources to optimise team outcomes