

LACHLAN SHIRE COUNCIL



Position Description

Position Title:	Plant Operator Level 2
Department:	Infrastructure Services
Salary:	Grade 4 (Band 1 Level 3)
Award:	Local Government State Award as varied by Lachlan Shire Council's Enterprise Agreement
Responsible to:	Overseer and/or Ganger
Legislative:	A Construction Induction ticket is required prior to commencement
Brief Description:	A variety of duties from labouring to plant operation, typically the operation of tractors and rollers.
Multi-skilling:	In accordance with the Award, the incumbent and Council are committed to improving the skill levels and removing impediments to multi-skilling and broadening the range of tasks that the employee may be required to perform. The employee will undertake duties, as directed, that they are qualified for.
Responsibilities:	<ul style="list-style-type: none">• Operating and maintaining items of plant, including; hand held and hand operated machinery, ride-on mowers, rollers and tractors with attachments• Perform plant service and maintenance requirements• Implementation of Traffic Control Plans• General labouring/operational duties, e.g. culvert construction, tallying of gravel, sweeping of streets, removal of garbage, laying of pavers, concreting works and traffic control• Chainsaw operation• Weed control and roadside spraying• Cleaning public toilets• Maintenance and improvement of gardens, parks, reserves, sporting fields and street trees/islands• Foster and maintain Council's Work Health and Safety programs and policies• Report immediately any unsafe work practices or conditions• Apply Council policies and procedures• Liaise with other Council staff and work teams• Ability and willingness to learn a variety of skills to be utilised within Council's Department of Infrastructure Services• Undertake duties as determined and directed by the Director Infrastructure Services

Essential Criteria:

- Medium Rigid licence or able to obtain within 3 months
- Construction Induction Certificate or able to obtain prior to commencement of employment
- Good Communication Skills
- Previous work related experience
- Basic reading and writing skills
- Ability to work within a team environment
- A commitment to providing good levels of customer service

Desirable Criteria:

- Heavy Rigid Licence
- Heavy Combination Licence
- Multi-Combination Licence
- Current First Aid Certificate
- Traffic Controllers Certificate
- Apply Traffic Control Plans
- Awareness and ability to apply Council policy
- Chainsaw Certificate
- Manual Handling
- Environmental Awareness
- Loader licence or competency
- Forklift licence
- Backhoe licence or competency

Performance Criteria:

- Ensure equipment is well maintained
- Ensure timesheet is completed accurately and punctually
- Ensure that work is of a high quality
- Ability and willingness to learn a variety of skills to be utilised within Council's Department of Infrastructure Services
- Compliance with Council policies and procedures
- Presents a positive image of Council

Code of Conduct:

- Employees should act in a manner that promotes Council in a positive way and comply with the Code of Conduct at all times
- While on duty, employees are to give the whole of their time and attention to the business of Council. Employees need to carry out their duties conscientiously, honestly, fairly and impartially
- Employees are required to treat all people with courtesy and respect

Work Health and Safety Obligations (for all staff):

- To assist in the identification of hazards in the workplace and assessment of associated risks and mitigation strategies
- Be aware of and follow the Council's adopted risk management procedures when undertaking tasks and projects avoiding placing other persons at risk of harm or ill-health
- Follow all reasonable directions
- Report as soon as practical to supervisors any matter that relates to hazard identification; risk assessment; incidents or near misses that effects the Council's capacity to ensure a safe and healthy workplace
- In the event of a non-disturbance accident not to disturb or interfere with the accident scene other than to; rescue a person from the scene of the incident; or, take such steps as

are necessary to prevent further harm to employees; or, render the scene of the accident safe for the purpose of inspection and if required WorkCover investigation.

Indicative Training:

Training for the position shall be based upon, firstly to meet the essential criteria identified for the position to bring the employee up to the identified minimum level then to meet the desirable criteria and other training targets identified with the supervisor.

Incumbent: _____

Date: _____

Director – Infrastructure Services: _____

Please note that Position Descriptions are under constant review and may be changed after consultation, to reflect organisational requirements at any time.