

*Our organisation values Courage, Accountability, Safety, Teamwork, and Honesty in all we do*

## POSITION DESCRIPTION

<b>Position title:</b>	Truck Driver – Powder Spreader Truck
<b>Position Number:</b>	194
<b>Department and Section:</b>	Infrastrucure
<b>Band/Level:</b>	Local Government (State) Award : Band 1 Level 3 Grade 6 Step 1\$1,102.40 - \$1,267.60 per week (Depending on qualifications and experience)
<b>Reports to:</b>	Works Superintendent – Sealed
<b>Direct reports:</b>	Nil
<b>Indirect reports:</b>	Nil
<b>Basis of Employment:</b>	Permanent, Full time, 38 hours per week
<b>Location:</b>	Moree
<b>Additional Benefits:</b>	Superannuation Guarantee Ability to Salary Sacrifice PPE Provided <b>Rostered Day Off</b>

## OBLIGATIONS TO THE ORGANISATION

Moree Plains Shire is a strong, robust community that provides a relaxed, healthy, and harmonious lifestyle with an economy that supports the local region and preserves the important environmental qualities of our area. Moree Plains Shire Council are committed to playing our role to help build the community we want for our future and leading the way in fostering a healthy, positive, and well-resourced community.



## POSITION OBJECTIVE

- To operate a truck for the maintenance and construction of roads within the Shire, providing services to ensure the safe operation of the Road Network within the Shire and to satisfy the economic and social needs of the community.
- To operate, maintain and clean the plant and associated equipment in a manner that ensures compliance with the provisions of the Work Health and Safety Act, the Environmental Act and the Roads and Traffic Authority standards.
- The ability to ensure that all environmental and safety measures are in place and operational.
- To promote a neat and tidy image that encourages people to be proud to live and invest in the region.

## ABOUT YOU

You will need to be able to effectively work in a team environment and practice positive communication as well as be committed to Work, Health and Safety principles and applying these in all aspects of your daily work duties. You must also have good mathematic and technical skills, which allow for the operation of the truck computer systems and input of correct calculations. The ability to work unsupervised and have a high regard for quality of work and demonstrating this consistently is also an essential requirement of this position.

## KEY DUTIES AND RESPONSIBILITIES

- Operation of the truck to construct and maintain roads and construction and maintenance operations.
- To provide routine maintenance to the plant to ensure the maximum life of the plant and its accessories.
- Ability to organise and run the day-to-day activities of a work site with minimal supervision and work within a team.
- Operation of the truck to maintain sealed roads as directed.
- To operate the plant in a manner that ensures compliance with the provisions of the Work Health and Safety Act, the Environmental Protection Act and the Transport NSW Authority standards.
- To provide routine maintenance to the plant to ensure the maximum life of the plant and its accessories.
- To cease operating the plant if the failure of a component occurs and to report all defects to the Workshop maintenance for repair.
- Assist in supervising, coordinate and run the work site activities on a day-to-day basis to ensure program deadlines, budget allocations and quality standards are achieved.

- Attain ability to be in charge of the Work Crew in the absence of the Ganger from the site if required.
- To ensure that the machine is left in a dry and secure position overnight and on weekends.
- Attain the ability to assist the worksite co-coordinator or ganger in the monitoring of work site activities to ensure compliance with the WHS Act and also the provisions of the Environmental Protection Act and its regulations.
- Attain the ability to motivate and encourage innovation within the workplace and implement improvements to the way work is carried out.
- Undertake ongoing training to enhance and expand technical and personal skills.
- To meet productivity targets and production deadlines.
- To liaise with and provide accurate and timely information to the Superintendent regarding progress with the work and other day to day issues of importance.
- Ensure that all environmental and safety measures are in place and operational.
- Be able to prioritise workloads and discuss with relevant superintendents
- Any other duties as directed by the Superintendent.

## **Plant operations:**

Operation and maintenance of various plant including:

- Powder Spreader Truck

*Physical ability to operate the truck for long periods over the course of the working day is the inherent requirement of this position. MPSC uses job-matched pre-employment screenings to ensure that applicants can undertake the inherent physical requirements of this position without placing them at risk of injury. Therefore, the most meritorious applicant identified at interview will be required to undertake a pre-employment health screening and a three (3) month probationary period.*

## ESSENTIAL CRITERIA

- Certificate III in Civil Construction and/or relevant industry experience
- Ability to meet deadlines, prioritise works, communicate effectively and work under conflicting time pressures.
- Ability to work both as part of a team and without supervision.
- Sound knowledge of Chain of Responsibility Act.

### Literacy, Numeracy, and Record Keeping:

- Sound literacy, numeracy, and computer skills with the ability to keep accurate records including daily running sheets, fuel usage, timesheets, logbooks and any other applicable paperwork.

### Technical Skills:

- Demonstrated experience in operating truck computer systems.
- Demonstrated sound mathematical skills with the ability to undertake correct calculations for works.

### Plant operations:

- Relevant experience in operating a truck competently and safely under all conditions, with the ability to carry out general maintenance.

### Tickets and Licences:

- General Construction and Induction card.
- Current NSW HR (Heavy Rigid) Licence.
- Traffic Controller Certificate – Traffic Controller (Blue Ticket) & Apply Traffic Control Plans (Yellow Ticket).

### Immunisations required:

Ability to provide evidence of vaccination/immunisation for COVID-19 and maintain currency of this throughout your period of employment.

## COMMON CRITERIA

- Demonstrated commitment to reconciliation, and to working constructively and respectfully with Aboriginal and Torres Strait Islander individuals and communities.
- Demonstrated commitment to inclusive work practises and respect for all people.
- Must be willing to commit to further training and development as required.
- Have a Unique Student Identifier number prior to commencement.

- Ability to complete Moree Plains Shire Council's Workplace Health and Safety and COVID-19 Induction modules online prior to commencement.
- Complete pre-employment health screening and provide evidence of relevant immunisation including COVID-19 vaccination.
- Ability to provide evidence of working rights in Australia.
- Successful completion of all induction and probationary reviews within 3 months of commencement.
- Employees may be required to participate in the on-call roster, weekend work, reasonable overtime, and disaster and emergency situations when required.
- All staff must comply with NSW Office of Children's Guardian child safe standards.

## DESIRABLE CRITERIA

- The ability to monitor traffic movements and materials quality delivered on construction or maintenance sites and advise Worksite Co-ordinator of problems and potential improvements.

## ACCEPTANCE

I, \_\_\_\_\_ confirm I have read and understood the Position Description. As the incumbent of this position, I agree to work in accordance with the requirements of the position and will abide by Moree Plains Shire Council's policies and procedures. I understand this Position Description is designed to guide the responsibilities and activities to be undertaken in this position and is not intended to be an exhaustive list. I acknowledge that the organisation, in response to changing priorities, may vary tasks and responsibilities from time to time.

Signature:

Date: