

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

## POSITION DESCRIPTION

Position title:	Truck Driver (Water)
Position Number:	807
Department and Section:	Infrastructure, Construction
Band/Level:	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)
Reports to:	Sealed Roads Superintendent
Direct reports:	Nil
Indirect reports:	Nil
Basis of Employment:	Permanent, Full Time 38 hours per week
Location:	Moree
Additional Benefits:	Superannuation Guarantee Ability to Salary Sacrifice PPE Provided or Uniform Allowance Rostered Day Off

## 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 Transport NSW standards.
- 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 are a team player willing to contribute to a cohesive team environment and maintain positive internal and external relationships. You have strong organisation and time management skills to effectively manage multiple demands at once with the ability to also work unsupervised when necessary. A commitment to Work, Health and Safety principles is also an essential requirement of the position.

## KEY DUTIES AND RESPONSIBILITIES

Shall include but not be limited to:

- 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.
- Liaise with grader operator on each job site to ensure that the work is carried out in accordance with job requirements.
- Provide and keep accurate records including daily running and start-up check sheets, fuel usage, timesheets & any other applicable paperwork.

- 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 Transport NSW 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, coordinating and running the work site activities on a day-to-day basis to ensure program deadlines, budget allocations and quality standards are achieved.
- Develop the skills to be in charge of the Work Crew in the absence of the Ganger from the site.
- To ensure that the machine is left in a secure position overnight and on weekends.
- Obtain 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.
- Obtain 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.
- Any other duties as directed by the Superintendent.

#### **Plant operations:**

Operation and maintenance of various plant including:

- Water Trucks

*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.
- Relevant experience in operating a truck competently and safely under all conditions, with the ability to carry out general maintenance.
- Ability to meet deadlines prioritise works, communicate and work under conflicting time pressures.
- Ability to work as part of a team and without supervision.

### 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 and any other applicable paperwork.

### Tickets and Licences:

- General Construction and Induction card
- Current Class HR (Heavy Rigid) Licence
- Traffic Controller Cards - Traffic Controller & Implement Traffic Control Plans.

### Immunisations required:

- Ability to provide evidence of vaccination/immunisation for Tetanus, Hepatitis A & B 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 practices and respect for all people.
- Must be willing to commit to further training and development as required.
- Have a Unique Student Identifier code 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 movement and materials quality delivered on construction/maintenance sites and advise Worksite Co-ordinator of problems and potential improvements.
- Class MC Licence.

## 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: