



## POSITION DESCRIPTION

# Production Operator



**Gladstone Ports  
Corporation**

Growth, prosperity, community.

## POSITION DESCRIPTION

### Production Operator

Position Number	Various
Position Status	Permanent Full Time
Position Supervisor	Various
Department	Operations
Job Level of Work	I

### Job Purpose Statement

This role is accountable for all bulk material handling for unloading, Shiploading and quarry processes within their respective skills set. The role will include machinery operation, inspections, trouble shooting, shipping movements and general labouring work on plant and equipment to support its safe and efficient operation.

### Job Accountabilities

- Undertake duties in accordance with:
  - The Production Operator Job Model to support the efficient operation of all GPC plant and equipment;
  - Known routines, methods and procedures which require the exercise of discretion and judgement.
- Undertake safe work practices and promptly address any safety issues for hazard minimisation and injury prevention;
- Comply with GPC's environmental control policies/procedures and promptly address environmental issues to minimise harm;
- Complete set work schedule, prioritising against established plans and strategies:
  - Prioritise work to ensure quality job completion within identified timeframes.
- Work towards achieving financial responsibility through identification of cost saving measures and effective utilisation of resources;
- Comply with all the Health, Safety and Environment management system requirements;
- Comply with GPC's Code of Conduct and lead by example GPC's values and guiding principles:  
**Growth, Prosperity, Community**  
Our values represent the essence of our organisation. They are deeply held convictions, priorities, and underlying assumptions that influence our attitudes, behaviours and shared beliefs – why we are here, what we stand for and what we will strive for “together”.
- Comply with GPC's policies, standards and procedures in the workplace.

### Decision Making Authority

As in accordance with company policy/systems:

- Ability to access necessary information, obtain resources and use of facilities or equipment needed to carry out the work of this role.

## Key Relationships

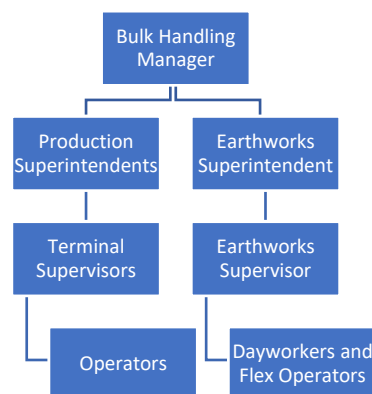
### Internal

- Maintenance, Engineering and Reliability Team/s.
- Productions Teams:
  - Discuss progress of assigned tasks.
  - Two-way regular communication to receive/share strategic information.
- Other GPC Departments (including Maintenance, Environment, Safety, Learning & Development and Engineering):
  - Discuss progress of assigned tasks.
  - Discuss fault finding of equipment or plant.
  - Discuss fault finding of equipment or plant.

## Level of Supervision

Direction is provided on the tasks to be undertaken with latitude to rearrange sequences and discriminate between established methods. Guidance on the approach to standard circumstances is provided in procedures, guidance on the approach to non-standard circumstances is provided by a supervisor. Checking is selective rather than constant.

## Organisation Chart



## Formal Qualifications

- Mandatory Machinery Tickets
  - C Class Driver's License (Manual Transmission)
  - Dozer Ticket (Statement of Attainment)
  - Front End Loader (Statement of Attainment)
  - Excavator (Statement of Attainment)
- Desirable Machinery Tickets
  - HR or MC Truck Licence
  - Road Roller (Statement of Attainment)
  - Grader (Statement of Attainment)

## Selection Criteria

Candidates, please provide detailed examples of how you exhibit the experience, knowledge, and skills required for the position when preparing responses to the selection criteria. Please refer to our Job Applicant Guide for instructions on how to respond to the selection criteria.

Competency	Description
1. Bulk materials handling	<ul style="list-style-type: none"> <li>Knowledge and application of associated techniques in relation to civil construction &amp; bulk earthworks activities;</li> <li>Knowledge and application of associated techniques, tools and methods associated with stockpiling and moving product within set guidelines and GPC's environmental licence. Includes working with mobile plant, conveyors; dump stations, trippers, feeder, pile dischargers, shiploaders, general labouring and housekeeping.</li> </ul>
2. Safety	<ul style="list-style-type: none"> <li>Ability to proactively promote, influence and engage in a positive safety culture.</li> </ul>
3. Communication	<ul style="list-style-type: none"> <li>Demonstrated interpersonal, verbal and written skills including the ability to liaise and create positive relationships inside and outside GPC.</li> </ul>
4. Modelling GPC Values & Guiding Principles	<ul style="list-style-type: none"> <li>Our values of Growth, Prosperity and Community underpin our behaviours in pursuit of becoming the most respected Port in the nation. Willingness to understand, demonstrate and encourage the values and behaviours of GPC.</li> </ul>