

SOUTHERN GRAMPIANS SHIRE COUNCIL

POSITION DESCRIPTION

Position Details

Title:	Plant Operator
Classification:	Band 3
Position Number:	539.1
Business Unit:	Works
Directorate:	Infrastructure & Sustainability
Reports to:	Central Sector Supervisor

Our Vision and Values

Vision

Southern Grampians is a growing inclusive and connected community that fosters sustainability, diversity, and innovation

Values

Innovative – we will be open to new ideas, will welcome creativity and embrace change

Respectful – we will be caring, accept differences and value diversity

Collaborative – together we will work smarter to achieve agreed common goals

Trusting – we will be open, honest, and brave

Empowering – we will delegate opportunities, and develop and inspire success

Child Safety

Southern Grampians Shire Council is a child safe organisation committed to the Victorian Child Safe Standards by:

- providing an environment where Aboriginal children and young people can express their culture and enjoy their cultural rights
- having a zero tolerance approach to child abuse
- having a zero tolerance approach to racism and an expectation that staff and volunteers will act on incidents of racism

Position Summary

To assist in the operation of the Works & Enterprises unit through the efficient use of Council plant and equipment in the maintenance and construction of roads and streets

Key Responsibilities

Construction and Maintenance Works

- Operate plant in a safe manner to achieve specified standards as directed
- Carry out all types of routine patrol maintenance works to roads and streets as required and/or directed

Machine Maintenance

- Conduct routine and scheduled checking, and minor maintenance works as required, on a daily basis

Other Works

- Operate other plant and equipment, and carry out other duties as directed, depending upon skills levels held and required

Public Relations

- Perform all tasks/duties in a manner that promotes effective teamwork and good public relations

Extent of Authority

- The incumbent is directly responsible for the safe and efficient operation of plant, including construction Rollers
- Under general guidelines, to have total control of assigned item of plant
- May be required to supervise other employees
- Commit to and adhere with Child Safety standards and Council's requirements

Judgement and Decision Making

- You will be required to make decisions when working alone, in line with policy or normal working practices as adopted from time to time

Specialist Skills and Knowledge

- A thorough understanding of various items of plant and their operational techniques
- An understanding of road construction and maintenance procedures and techniques

Management Skills

- Ability to manage own time under general supervision

- Ability to program the works of a crew of employees for a limited time under general direction, as required
- Will comply with systems and policies to ensure a safe work environment by:
 - Taking reasonable care for your own health and safety and the health and safety of others within the workplace and co-operate with Council with respect to any action taken to comply with a requirement of the OHS Act
 - Not intentionally or recklessly interfere with or misuse anything provided at the workplace in the interests of health, safety or welfare
 - Contribute to OHS consultation processes
 - Prompt reporting of hazards and incidents

Inter-personal skills

- The ability to communicate effectively with all other employees and members of the public
- Ability to discuss and resolve problems

Compliance with Legislation and Policies

- Adhere to all current relevant codes of conduct and legislative requirements including but not limited to:
 - Southern Grampians Shire Council Policies and Procedures
 - Southern Grampians Shire Council Staff Code of Conduct
 - Privacy and Data Protection Act 2014 (Vic)
 - Equal Opportunity Act 2010 (Vic)
 - Occupational Health and Safety Act 2004 (Vic)
 - Government/Industry Codes of Conduct
 - The Southern Grampians Shire Council Enterprise Agreement
 - The Municipal Emergency Management Plan
- Demonstrate a commitment to risk management principles and practices, and also maintain a safe environment for staff and the community
- Responsible for ensuring the security of Council's assets under the Officer's control
- Remain compliant with the requirements of the Occupational Health and Safety Act 2004 (Vic), and contribute to the health, safety, and wellbeing of Council employees by:
 - Co-operating with Council with respect to any action taken to comply with a requirement of the OHS Act 2004

Qualifications and Experience

- Essential – Heavy Articulated Drivers Licence
- Essential – Previous experience driving trucks exceeding 22.4 tonnes
- Working with Children's Check

Key Selection Criteria

The employee will demonstrate the following:

- Qualifications and/or experience operating other plant items is preferred
- Demonstrated experience in the operation of plant, particularly truck and trailer combinations
- Ability to communicate effectively
- Good understanding of Occupational Health and Safety responsibilities
- Proven ability to work effectively in a team environment

Agreement

I, _____ have read and understand the objectives and conditions of the above mentioned role.

Employee: _____

Signature: _____

Date: _____