



## Position Description

### A. POSITION PROFILE

**Position:**

**Plant Operator - Gundagai**

**Position Evaluation:**

*Award:*

*Salary System Grade: 4*

**Conditions of Employment:**

*Australian Citizen or Right to Work in Australia  
Local Government (State) Award 2020  
Permanent Full-time*

**Additional Benefits:**

*Nine day fortnight Agreement*

**Position Occupant:**

*Vacant*

**Department:**

*Deputy General Manager*

**Section/Group:**

*Technical Services*

**Location:**

Cootamundra  Gundagai

**Direct Supervisor:**

*Works Supervisor*

**Number of Staff Supervised by this position:**

*Nil*

### B. STATEMENT OF FUNCTION

Operate various plant items to undertake Council works as directed by the Works Foreman and/or Supervisor and contributes to the manual labour pool within the Technical Services Department of Council.

### C. KEY RESPONSIBILITIES

1. Ensures plant is operated effectively and efficiently to achieve Council's goals and objectives.
2. Ensures plant is maintained on a daily basis following manufacturer's specifications and kept in a clean and tidy state.
3. Ensures plant is operated in a safe manner following safe work method statements and manufacturer's instructions.
4. Ensures plant is operated safely when working in the proximity of overhead or underground utility services.

## D. DUTIES

1. Operate various plant to undertake civil construction and maintenance works.
2. Assist with the erection of traffic signage (subject to appropriate qualification).
3. Assist with worksite preparation, measuring, marking and basic levelling.
4. Maintain worksite/workplace tidiness and cleanliness.
5. Undertake and comply with risk assessments and work method statements (WMS) in relation to worksite activities.
6. Support other plant operators through directing movement of plant and loads and communicating work site conditions and information. Use and maintain tools and equipment effectively to complete tasks efficiently.
7. Attend to repairs, maintenance and cleaning of Council assets as directed.
8. Undertake labouring duties as directed.
9. Respond to emergency situations as requested.
10. Operate other mobile plant, trucks and equipment as directed subject to the level of training and licencing achieved.
11. Undertake training to maintain, update and advance personal skill levels and in compliance with relevant workplace legislation.
12. Respond to inquiries from members of the public and provide information within scope of responsibility.
13. Carry out any other duties that are within the limits of the employees' skill, competence and training.

## E. ESSENTIAL CRITERIA

1. Demonstrated experience through certification and/or training in the operation and maintenance of plant items.
2. Demonstrated experience in road construction and maintenance labouring.
3. Current NSW Class C Drivers Licence or above or equivalent.
4. WHS Construction Induction (NSW White card) or equivalent.
5. Demonstrated literacy and numeracy skills to follow written communication and complete standard forms.
6. Demonstrated interpersonal and communication skills.
7. Proven ability to work effectively in a team environment.
8. Working knowledge of roles and responsibilities under the WHS Act 2011.
9. RMS Traffic Control (Prepare work zone traffic management plan, select and place signs & Traffic Controller).

## F. DESIRABLE CRITERIA

1. Tertiary qualifications in Civil Construction at Certificate III level or above or equivalent.
2. Current NSW Class HR Drivers Licence or above or equivalent.
3. Confined Spaces certification.
4. Chainsaw Operations certification.
5. Experience in the use and application of various plant/machinery.