



## POSITION DESCRIPTION

### A. POSITION PROFILE

**Position:**

**Senior Plant Operator – Gundagai**

**Position Evaluation:**

*Award: Band 1 Level 4*

*Salary System Grade: 7*

**Conditions of Employment:**

*Australian Citizen or Right to Work in Australia*

*Local Government (State) Award*

*Permanent Full-time*

**Additional Benefits:**

*Nine Day Fortnight*

**Position Occupant:**

Vacant

**Department:**

Operations

**Section/Group:**

Civil Works

**Location:**

Cootamundra

Gundagai

**Direct Supervisor:**

Works Supervisor

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

Nil

### B. STATEMENT OF FUNCTION

To drive articulated vehicles to undertake Council works as directed by the Supervisor and contributes to the manual labour pool within the Works Section of the Engineering Services Department.

### C. KEY RESPONSIBILITIES

1. Ensures truck is operated effectively and efficiently to achieve Council's goals and objectives.
2. Ensures truck is maintained on a daily basis following manufacturer's specifications.
3. Ensures plant is operated and loaded in a safe manner following safe work method statements/SOP's and manufacturer's instructions.
4. Ensures truck is correctly and securely loaded to weight and safety limits and driven according to road Regulations that meet Chain of Responsibility requirements.

**POSITION NUMBER**

690– Truck Driver HC - Cootamundra

**DATE ADOPTED:**

18 Feb 2020

**APPROVED BY:**

Phil McMurray

**LAST REVIEWED:**

18 Feb 2020

## **D. DUTIES**

1. Drive and operate heavy combination vehicles to load, carry and unload materials, liquids, equipment and objects to complete civil construction and maintenance works.
2. Control traffic at worksites and assist with the erection of traffic signage.
3. Assist with worksite preparation, measuring, marking and basic levelling.
4. Maintain worksite/workplace tidiness and cleanliness.
5. Support other plant operators through directing movement of plant and loads and communicating work site conditions and information.
6. 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. Complete required workplace records.
11. Operate other mobile plant and trucks as directed and to the level of training and licensing achieved.
12. Undertake training to update, maintain and advance personal skill levels and in compliance with relevant workplace legislation.
13. Respond to inquiries from members of the public and provide information within scope of responsibility.

## **E. ESSENTIAL CRITERIA**

1. Current NSW Driving Licence Class HC (Heavy Combination)
2. Proven ability and experience driving 25-38 tonne trailer articulated vehicles.
3. WHS Construction Induction (NSW White card)
4. Basic Literacy and Numeracy skills to follow written communication and complete standard forms.
5. Experience in general labouring duties and small plant operation.
6. Demonstrated interpersonal and communication skills.
7. Proven ability to work effectively both independently and in a team environment.

## **F. DESIRABLE CRITERIA**

1. RMS Traffic Controller Certification (Blue Card or equivalent)
2. RMS Traffic Control Implement/Apply Traffic Control Plans certification (Yellow card or equivalent)
3. Chainsaw operations certification (Level 1)
4. Certified Forklift Operator