

Position Description



Position Details

Position Title	Plant Operator – Town Construction and Maintenance
Job Location	Shire Depot
Position Level	Level 4
Department/Division	Asset Operations
Reports to (Title)	Supervisor Town Construction & Maintenance

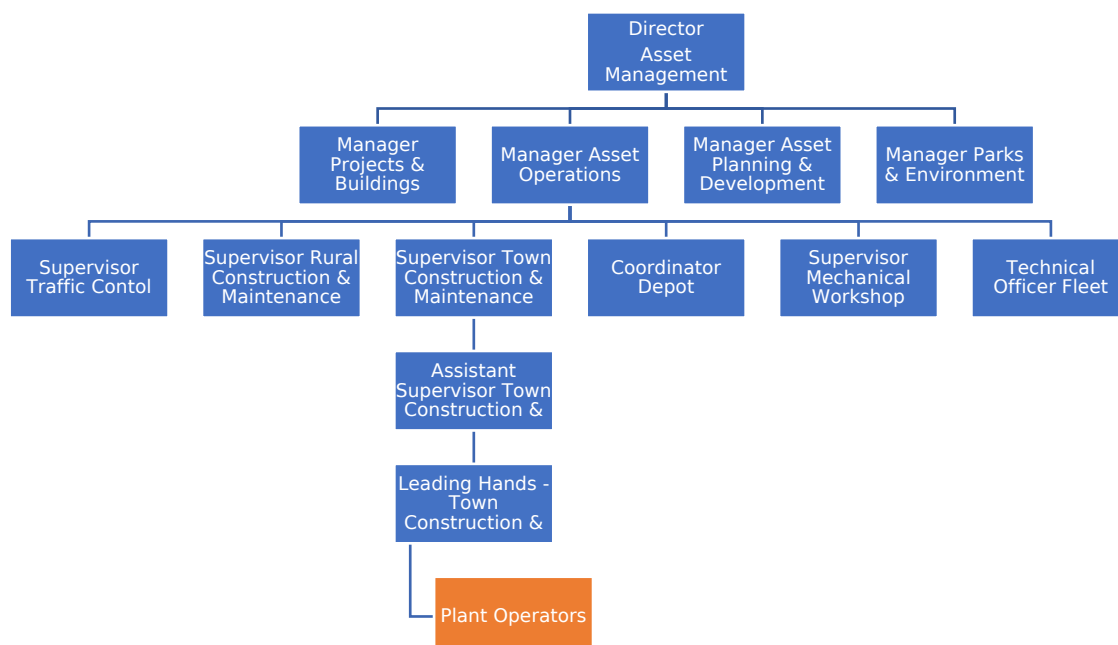
Employment Type

☒ Full Time	☐ Part Time (<i>please specify hours</i>)
☐ Casual	Hours Per Fortnight 85 hours

Position Summary

This position operates plant and carries out maintenance and construction duties in relation to Council's infrastructure including, but not limited to roads, footpaths, drainage and signage.

Organisational Structure Asset Management



Specific Accountabilities of the Position

- Monitor, maintain and construct Shire infrastructure including footpaths, road signs, drainage, fencing, street furniture etc.
- Operate plant as required such as bobcat, loader, trucks etc.

- Undertake labouring tasks as required, carry out concreting and brick work.
- Grave internments and re-openings.
- Minor maintenance on machinery.
- Perform works as directed under limited supervision either individually or in a team environment.
- Maintain appropriate documentation as directed by the Town Construction Supervisor.
- Maintain all associated plant & equipment relative to position in compliance with operational practice.
- Undertake other duties as required.

General Accountabilities of the Position

Workplace Health and Safety

- While at work, take reasonable care for the health and safety of all persons who are at your place of work and who may be affected by your acts or omission at work.
- Follow all WHS policies, procedures and practices.
- Perform as a team player and maintain a satisfactory level of industrial harmony.
- Follow policies, procedures and practices that do not discriminate against individuals in employment or education on the basis of race or ethnicity, sex, marital status, pregnancy, sexual preference, disability, age and religious or political affiliation.
- Observe National Privacy Principles and Privacy legislation.
- Always act in accordance with Council's Code of Conduct.
- The Chief Executive Officer, Directors, Managers, Coordinators and on site supervisors have additional responsibilities as defined in the Workplace Health and Safety Legislation.

Customer Service

- Maintain good relations with the general public and promote Council's operations in a professional manner at all times.
- Provide friendly, helpful and professional interaction with suppliers of goods and services, volunteer groups, other Council departments.
- Exercise a high level of interpersonal skills in dealing with the public and others.

Selection Criteria

Essential

1. Demonstrated experience in operation of plant items used by Council (such as bobcat, loader, truck, backhoe etc).
2. Demonstrated experience and ability in construction and/or maintenance activities.
3. 'MR' class driver's licence.
4. Ability to work in a team environment.
5. Good level of physical fitness and ability to perform inherent requirements of job.

6. Time management and organisational skills.
7. Knowledge of occupational safety and health requirements.
8. Understanding of routine plant maintenance requirements.
9. White card – Construction Induction Card.

Desirable

1. 'HR' class driver's licence.
2. Basic Worksite Traffic Management and Traffic Control.
3. Experience concreting and/or bitumen finishing.
4. Relevant plant certificate(s).
5. Drainage experience.

Signature

Signature *Employee*

Name

Date

As representatives of the Esperance community, the Shire Council and staff are guided by the values of **PRIDE:**

Professionalism

Acting with integrity, showing respect for workmates and community members by responding to all communications in a timely manner, and demonstrating reliability and accountability through honesty.

Respect

Treating everyone with dignity regardless of your personal feelings. It is about listening to opinions, leading with kindness, and embracing diverse views, abilities and perspectives in the pursuit of higher value.

Integrity

Being honest, genuine and consistent in your dealings with everyone and taking ownership of your actions, good and bad – irrespective of whether anyone is watching.

Dedication

Going that one step further and being committed to achieving results, having pride in your work, supportive management and colleagues, and a culture of serving the community.

Excellence

Achieving consistent high standards.