

POSITION TITLE	Heavy Plant Operator/Labourer
DEPARTMENT	Infrastructure Services
GROUP	Works
LOCATION	Mareeba
CLASSIFICATION / LEVEL	LGEA Level 5
REPORTS TO	Foreperson Construction & Maintenance

Department Summary

The Infrastructure Services Department is responsible for the planning and delivery of Council capital works and major operational works programs.

Department business units include:

- Works
- Technical Services
- Water & Waste
- Assets & Projects

Position Summary

The Heavy Plant Operator/Labourers are responsible for the operation and general maintenance of Council plant and equipment for the Works group's construction and maintenance teams. This may include heavy plant such as rollers, backhoes, excavators and loaders as well as job trucks and slashers. When not operating plant, the position also involves undertaking labouring duties and manual handling tasks, as required. Maintenance of a safe working environment and application of correct manual handling techniques are essential requirements for this position.

This role will be required to work in a variety of locations across Mareeba Shire Council including Works programs that may involve working and camping in remote locations for specific periods of time.

The position requires physically demanding work to be undertaken in a hot and humid climate on a daily basis. It is the responsibility of the Heavy Plant Operator/Labourer to ensure they are physically fit and able to efficiently and consistently undertake these tasks. This includes a requirement to maintain their weight at or below the Safe Working Load (SWL) for the machinery and equipment the position is required to operate.

Key Responsibilities

- Operate plant and equipment in a safe and competent manner and in accordance with Council requirements including safe work method statements, policies and procedures
- Complete works efficiently and in accordance with the Scope of Works for the job and/or the supervisor's instructions
- Complete basic inspections, maintenance, routine servicing and repair of heavy plant and equipment in accordance with manufacturer's recommendations and Council requirements
- Ensure worksite housekeeping and vehicle presentation is of a high standard so that it provides a safe work environment and reflects positively on the Council image

- Undertake labouring tasks as required in a safe manner to the required standard, ensuring the delivery of efficient, competent and high-quality work
- Undertake traffic control duties in accordance with legislative and regulatory requirements, following completion of any required training
- Accurately complete and submit any documents related to the performance of this position in a timely manner
- Other reasonable duties as directed from time to time

Skills and Knowledge

- Ability to operate plant competently and safely to exact specifications in civil construction environments
- Sound mechanical aptitude with the ability to recognise faults in heavy plant and recommend or apply appropriate maintenance or repair actions
- Sound written and verbal communication skills and the ability to follow instructions
- Physical ability to undertake manual handling and labouring tasks for extended periods and in hot and humid conditions
- Ability to contribute and work within a team environment and effectively communicate both verbally and in writing with team members and supervisors
- Strong work ethic and results focused
- Knowledge of and ability to apply safe work practices, particularly when operating heavy plant and equipment and using manual handling techniques

Qualifications and Experience

Essential (Mandatory for the Position)

- Current Queensland MR or HR driver's licence or to be obtained within 6 months of commencement
- Queensland Construction White Card, or national equivalent
- Certificates of competency for operating different types of heavy plant
- Demonstrated experience operating different types of earth moving equipment in civil and road construction or similar work environment
- Current Traffic Control Accreditation prior to commencement of employment or be eligible to obtain accreditation via Crimtrac upon commencement

Desirable

- Sound knowledge of construction methods and principles relating to road works
- Current First Aid and CPR qualifications

Environmental Obligations

All employees have a legal obligation to comply with environmental legislation and must comply with any Environmental Authority issued to Council to carry out activities. Clause 4.2.5 of the Employee Code of Conduct provides further detail on employee and supervisor compliance requirements.

Work Health and Safety Obligations

All employees have a legal obligation to comply with WHS legislation. Employees must work in accordance with the Council Safety Management System – SAFE PLAN - and comply with the WHS Responsibility Statement relevant to their position - see Schedule S3 attached.

Employees may be required at Council's discretion, to undertake First Aid Officer, Fire Warden and other Work Health and Safety related functions and roles in accordance with their WHS Responsibilities as outlined in the Statement attached in Schedule 3. When employees are required to perform these functions and roles, Council will provide the relevant training.

SCHEDULE S3

WHS RESPONSIBILITY STATEMENT

Workers

All employees have a legal obligation to comply with WHS legislation, the Council WHS Management System (SAFE PLAN), WHS policies, procedures and work instructions. These operate to ensure the health and safety of employees, contractors, visitors, volunteers, the public and the environment.

The following responsibilities apply to all employees, including permanent, part-time and casual employees:

1. Ensuring you keep up to date and comply with WHS legislation and SAFE PLAN (WHS Plan) and participate in the completion of Monthly Action Plans (MAPs)
2. Performing all work and associated functions in a safe manner
3. Complying with WHS policies, procedures, reasonable written or verbal work instructions issued by Council or its officers
4. Correctly using and maintaining all personal protective clothing and equipment supplied by Council
5. Identifying hazards, conducting risk assessments, and taking corrective action to eliminate hazards where possible in the workplace, and/or to report hazards and risks in accordance with WHS procedures
6. Establishing and maintaining a high standard of housekeeping and cleanliness within individual work areas and on Council property generally
7. Reporting and assisting with the investigation of all incidents in the workplace, including minor injuries, near misses and property damage as requested
8. Attending relevant toolbox talks, team discussions or specific training organised by Council
9. Identifying the location of first aid treatment centres, fire protection facilities and evacuation procedures in the work area
10. Support safety in the workplace by undertaking First Aid Officer, Fire Warden and other WHS related functions in your workplace
11. Working in a manner that will not endanger you, other employees or the public
12. Cooperate with any reasonable instruction given by Council officers
13. Report any safety concerns to your supervisor
14. Ensuring compliance with National Heavy Vehicle legislative requirements relevant of this position

I have read and understand the above position description and WHS Responsibility Statement S3					
INCUMBENT NAME		SIGNATURE		DATE	
SUPERVISOR NAME		SIGNATURE		DATE	

Last Review Date: 3 July 2024

APPENDIX - Guidelines for Classification of Heavy Plant

The following table provides an indication of the classification level applicable to each type of plant covered in this position description. The listed classification levels only apply if the operator had been deemed as competent through Council's Verification of Competency (VoC) process before operating the plant.

The operation of a backhoe, slasher, roller or loader all fall within the classification of this position description (LGEA Level 5). The operation of an excavator attracts a higher level (LGEA Level 6). When operating an excavator, the Mixed Functions provisions as outlined in Council's Certified Agreement will apply and the operator will be paid at the higher level for the temporary operation of the higher classified plant.

The classification applicable for operation of a Grader is covered in the position description *Heavy Plant Operator/Labourer (Grader)*.

Heavy Plant	Classification Level
Backhoe	LGEA Level 5
Slasher	LGEA Level 5
Roller	LGEA Level 5
Loader	LGEA Level 5
Excavator	LGEA Level 6