

# POSITION DESCRIPTION



Smart growth. Empowered communities. Creating opportunities.

<b>Position Title:</b>	<b>Plant Operator</b>		
<b>Business Unit:</b>	Infrastructure	<b>Classification/Grade:</b>	Band 1 Level 3
<b>Position No:</b>	MC 361 etc	<b>Reports to:</b>	MC317 MC 358
<b>Location:</b>	Coleambally, Darlington Point, Jerilderie	<b>Positions reporting directly to this position:</b>	Nil

## Primary Purpose of the Position

To operate allocated plant in the parks and gardens, as well as construction, maintaining Council's infrastructure and the TfNSW road network.

## Roles and Responsibilities

The **Plant Operator** is directly responsible for the following roles and responsibilities:

- All duties as per plant operator small plant and truck driver.
- Operate and maintain allocated plant and equipment safely and correctly in accordance with instructions.
- Recognise different materials, their properties, and how they may be used during maintenance and/or construction projects.
- Assist team members by undertaking labouring duties as required.
- Perform risk assessments in accordance with the Safety Management System and WH&S policies and procedures.
- Carry out basic machine checks and maintenance.
- Complete appropriate Council documents – time sheets, start-up check sheets, risk assessments etc.
- Other duties within employee's skills and competencies as directed by the Overseer Supervisor 2.

## Obligations

- Display a positive image while meeting customer service standards for all Council stakeholders both internal and external relevant to the role. Act with Integrity, be ethical and professional and follow Murrumbidgee Council's values.
- Conduct all duties in accordance with relevant Quality Assurance, WHS & Environmental Management procedures for all work activities.
- Comply with statutory and Council's WH&S Management System, WH&S policies, procedures and work instructions.
- Where applicable, comply with Council Delegation levels.
- Conduct all duties in accordance with Council's Code of Conduct, plans, policies and procedures.

- Maintain physical capability to undertake duties appropriate to the role.

**Authority and accountability**

Responsible for completion of regularly occurring tasks with general guidance on a daily basis.

**Judgement and problem solving**

Judgement is required to follow predetermined procedures where a choice between more than two options are present.

**Specialist knowledge and skills**

Application of skills, including machine-operation skills, following training "on the job" or accredited external training over a number of months.

**Management skills**

Some guidance/supervision may be required. May assist a co-ordinator/trainer with on-the-job training.

**Interpersonal skills**

Skills required for exchange of information on straightforward matters

**Qualifications and Experience**

- Verification of Competency on allocated plant
- Previous labouring experience in construction or maintenance or parks and gardens
- White card (or general construction induction card)
- Class C drivers licence

**Desirable Experience/Qualifications**

- Previous recent experience in local government or other government entities
- Manual Handling Training
- Chemical Handling Certificate
- Traffic Controller ticket or ability to obtain one
- Class MR drivers licence

**Authorisation:**

<b>Prepared By:</b>	GM/HR	<b>Date Issued:</b>	July 2019
<b>Current Incumbent</b>		<b>Date Commenced:</b>	
<b>Manager:</b>			
<b>Reviewed By:</b>		<b>Date:</b>	

This position description is subject to change from time to time as Council's organisation may be developed or restructured. Any such reorganisation of duties shall be the subject of discussion with the position incumbent.