

Position Description

Plant Operator 2 (Rural)

Directorate	Technical Services
Location	Bland Shire Depot Chauvel Street, West Wyalong
Classification/Grade/Band	Grade 6
Position Code	5106 – 38 Hour week
Date Position approved	10 October 2016

Council values

Bland Shire Council has seven (7) values that form our foundations and are embedded in our culture. The values inspire us to take ownership of our roles and responsibilities. They are tangible and are at the core of every interaction we have, and, in every action, we take in performing our jobs. All employees are responsible for upholding these values when representing Council.

Working together



to improve our quality of life

Primary purpose of the position

Assist in the maintenance and construction of Councils infrastructure including but not limited to roads, parks, reserves, recreational area, cemeteries, sewerage works, landfills and other infrastructure assets.

Key accountabilities

Within the area of responsibility, this role is required to:

- Actively contribute to the team within the Directorate, promote best practice and maintain professional standards and integrity.
- Assist/set-up of formwork, site preparation, remedial activities and construction of fences ensuring the effective operation of the team.
- Operate and maintain plant and equipment in accordance with Council's plant maintenance schedule.
- Undertake traffic control and implement traffic control plans improving service delivery.
- Provide guidance to Contractors on site within levels of expertise meeting deadlines.
- Complete job specific documentation in a timely and accurate manner e.g. timesheets, incident reports.
- Undertake projects meeting agreed outcomes.
- Be able to work unsupervised and supervise other workers meeting deadlines.
- Contribute to the on-the-job decision making to provide smooth flowing tasks and increased efficiencies.
- Clean up and backfill works on completion of road construction and maintenance projects.
- Carry out other duties that are within the limits of the employee's skill, competence and training.

WHS Responsibilities:

- Read and comply with all WHS policies and procedures in relation to your WHS roles and responsibilities
- Immediately report all hazards and incidents, following the appropriate processes
- Work in a manner that will not endanger yourself or any other person.
- Assist new employees in the use of proper work practices and procedures.
- Use personal protective equipment clothing or equipment (PPE) provided as instructed by your supervisor and report any defective or damaged PPE.
- Not attempt any task unless you are capable and competent to carry out the task.
- Participate in rehabilitation and return to work programs if required
- Comply with Corporate record keeping requirements.

Corporate Responsibilities

- It is expected that your conduct will reflect Council values, and your commitment to these values will be central to your successful performance as an employee of Bland Shire Council
- Comply with the minimum standards of conduct expected of employees as set out in Council's Code of Conduct.
- Present a positive image of Council and provide an effective service to Council customers, the community and internal customers.
- All staff are responsible and accountable for creating and keeping accurate and complete records of their business activity in accordance with Council's Records Management Policy.
- Under the provisions of the Local Government (State) Award, Council may direct any employee to carry out duties that are believed to be within the employee's skills, qualifications, competence and fitness capabilities, whether they are a usual function of the position.
- Child Safety Commitment: All employees are accountable for upholding Council's commitment to the safety and wellbeing of children.
- Delegations - adhere to relevant delegations and council policies and procedures, including those related to Council's Code of Conduct.
- Facilitate the recruitment, training, development, Competency assessments and annual reviews of staff improving efficiency and service delivery.
- Promote a workplace free from discrimination and harassment by treating all colleagues and customers with respect and professionalism without regard to background or irrelevant personal characteristics.
- Comply with all Council's policies, procedures and guidelines.

Key internal relationships

Who	Why
Team members	Collaborate on maintenance and development of Council's assets Negotiate task priorities Ensure safety and quality standards are met
Leading Hand	Liaise to clarify tasks and priorities Manage and escalate issues as appropriate

Key external relationships

Who	Why
Community	Maintain a friendly, professional and positive council presence Ensure public safety at all times
Contractor	Negotiate task priorities Ensure safety and quality standards are met

Selection requirements

Criteria:
Essential Criteria: Driver Licence Class "Heavy Rigid" NSW Construction Induction "White" Card
WHS and EEO Sound understanding of and commitment to EEO and WHS principles and practices





Key Physical Requirements (*Key = Occasional 1-33%, Frequent 34-66%, Constant 67-100%*)

Frequent sitting (driving)	Occasional bending/stooping
Frequent bilateral gross hand manipulations.	Occasional Lifting/carrying up to 25kg
Occasional climbing	Occasional Confined space entry
Occasional Pushing/pulling	Sun/UV exposure

Capabilities for the role

The Local Government Capability Framework describes the core knowledge, skills and abilities expressed as behaviours, which set out clear expectations about performance in local government: “how we do things around here”. It builds on organisational values and creates a common sense of purpose for elected members and all levels of the workforce. The Local Government Capability Framework is available at <https://capability.lgnsw.org.au/>

Below is the full list of capabilities and the level required for this position. The capabilities in bold are the focus capabilities for this position. Refer to the next section for further information about the focus capabilities.

Local Government Capability Framework		
Capability Group	Capability Name	Level
 Personal attributes	Manage Self	Intermediate
	Display Resilience and Adaptability	Intermediate
	Act with Integrity	Intermediate
	Demonstrate Accountability	Intermediate
 Relationships	Communicate and Engage	Intermediate
	Community and Customer Focus	Intermediate
	Work Collaboratively	Foundational
	Influence and Negotiate	Foundational
 Results	Plan and Prioritise	Foundational
	Think and Solve Problems	Foundational
	Create and Innovate	Foundational
	Deliver Results	Foundational
 Resources	Finance	Foundational
	Assets and Tools	Intermediate
	Technology and Information	Foundational
	Procurement and Contracts	Foundational

Core Capabilities

- **Demonstrate Accountability:** Take responsibility for own actions, commit to safety, and act in line with legislation and policy.
- **Work Collaboratively:** Be respectful, inclusive and reliable team member, collaborate with others and value diversity.
- **Deliver Results:** Achieve results through efficient use of resources and a commitment to quality outcomes.
- **Assets and Tools:** Use, allocate and maintain work tools appropriately and manage community assets responsibly.