

POSITION DESCRIPTION

PLANT OPERATOR (BOBCAT)

POSITION OVERVIEW

The focus of the role is to safely undertake plant operator duties as part of a multi-skilled team to complete program objectives for the maintenance and construction of Councils roads network in accordance with Council policy and procedures. Also involved is the undertaking of general labouring duties associated with the maintenance and construction of Councils road network.

Employment Location:	Aramac and Muttaborra, Barcaldine, or Alpha and Jericho District; Regional Work and travel as required.
Industrial Instruments:	Queensland Local Government Industry (Stream B) Award – State 2017; Barcaldine Regional Council Certified Agreement 2022.
Classification Level:	Minimum Level 5.
Position Status:	Full Time Ongoing; Subject to Council's capacity to Pay, Funding and Employee Performance.
Accountable To:	Directly to the relevant Senior Works Supervisor and Maintenance Supervisor or Construction Supervisor; Interacts with Chief Executive Officer (CEO), Director of Works; Asset Manager; Fleet Manager; District Managers, Other Senior Management and Support Staff; Other Stakeholders and Members of the Public; Work is performed under general, limited, or remote supervision.
Supervisory Responsibility:	Supervision and direction of other employees may be required.

KEY OUTCOMES AND RESPONSIBILITIES OF POSITION

- 1) Successful delivery of construction and/or maintenance activities, as directed by the Senior Works Supervisor, Maintenance Supervisor or Construction Supervisor, to maintain and improve Council and community infrastructure;
- 2) Operate and maintain any vehicle/plant in a safe and efficient manner in accordance with legislated Transport requirements, operators' handbook, and BRC workshop guidelines;
 - a. Carry out daily inspections of plant (pre-start checks) and accurately complete fault sheets and incident reports if required;
 - b. Carry out normal maintenance checks to the standard as directed by the workshop supervisor;
 - c. Advise workshop supervisor of any faults and/or maintenance required;
 - d. Ensure that plant and tools are kept in good working order, kept clean and tidy and used correctly and in a competent manner; and
 - e. Complete accurate timesheets and plant sheets as required.
- 3) Effectively participate in road maintenance and/or construction activities by performing roles including;
 - a. Traffic control, including placement of signs and barricades as required;
 - b. Manual handling tasks such as lifting, digging, shovelling and the use of powered tools.
- 4) Undertake training in accordance with Council requirements;
- 5) Maintain a strong customer focus and provide superior customer service to ensure all stakeholders including the general public receive satisfactory outcomes from their dealings with Council;
- 6) Cooperatively work in a team environment, exchange information, gather ideas and collaborate with all internal and external stakeholders as required, contributing positively towards successful Project delivery;
- 7) Maintain sound knowledge and understanding of relevant legislation, Council's systems, programs, processes and procedures in order to effectively undertake the responsibilities of this position;
- 8) Successfully carry out obligations in regard to Council Policies and Procedures, Legislative requirements and compliance with Quality Assurance and Environmental management procedures;
- 9) Be aware of, comply with and be able to access, all statutory workplace safety legislation and Barcaldine Regional Council WH&S Management System – BRC Safety Management System, WH&S policies and procedures;
- 10) Promote safe working practices and maintain a safe work environment; and
- 11) Successfully carry out other duties as may be necessary within skills, competencies and training as directed by the Maintenance Supervisor, Construction Supervisor or Senior Works Supervisor.

SKILLS, KNOWLEDGE, EXPERIENCE AND QUALIFICATIONS

The appointee will hold relevant Licences, Qualifications and experience related to this Position including:

- 1) The Appointee must have minimum 2 years' experience operating Bobcats;
- 2) The Appointee must hold a current lawful Queensland Construction Safety Induction Card (White/Blue Card) or equivalent;
- 3) The Appointee must hold a current QLD Class "MR" Drivers Licence;
- 4) The Appointee must hold Certificate(s) of Competency (or licences) for operation of relevant mechanical plant and be able to successfully pass all Verification of Competency (VOC) tests with Council;
- 5) Queensland Traffic Controller Licence or ability to gain;
- 6) Traffic Management Implementation Qualification or ability to gain; and
- 7) Previous recent experience in Local Government or with other government bodies desirable but not mandatory.

SELECTION CRITERIA

Selection will be based on an Assessment of any Applicant's ability to demonstrate their successful past performance, or their perceived abilities to be able to successfully perform against the following:

- 1) Demonstrated recent experience in operating a Bobcat;
- 2) Demonstrated ability to safely and effectively participate in hazardous manual tasks and activities such as lifting, digging, shovelling and the use of powered tools;
- 3) Demonstrated ability to work under limited supervision exercising leadership, initiative and sound judgement;
- 4) Demonstrated problem solving skills with the ability to think strategically and develop creative solutions;
- 5) Demonstrated ability to provide a high level of customer service and possesses a general understanding of Quality Assurance and Environmental procedures;
- 6) Demonstrated ability to cooperatively work in a team environment, contributing positively to team operations;
- 7) Demonstrated effective communication skills (written and verbal), and well developed interpersonal skills; and
- 8) Demonstrated a good understanding of how to maintain a safe working environment, and commitment to Workplace Health and Safety policies and procedures.

PHYSICAL REQUIREMENTS

Physical Demand Category

- Sedentary Work
- Light Duty – Occasional lifting/ carrying of objects weighing up to 5kgs
- Medium work – Occasional lifting/ carrying of objects weighing up to 10kgs
- Heavy work – Occasional lifting/ carrying of objects weighing up to 20kgs

Audio Visual Demands

- Peripheral Vision
- Hearing
- Depth Perception
- Colour Discrimination

Specific Actions Required

This job may include:

Standing/Walking	Sitting	Driving
<input type="checkbox"/> None	<input type="checkbox"/> None	<input type="checkbox"/> None
<input type="checkbox"/> Occasional	<input type="checkbox"/> Occasional	<input type="checkbox"/> Occasional
<input checked="" type="checkbox"/> 1-4 Hours	<input checked="" type="checkbox"/> 1-4 Hours	<input checked="" type="checkbox"/> 1-4 Hours
<input type="checkbox"/> 4-6 Hours	<input type="checkbox"/> 4-6 Hours	<input type="checkbox"/> 4-6 Hours
<input type="checkbox"/> 6-8 Hours	<input type="checkbox"/> 6-8 Hours	<input type="checkbox"/> 6-8 Hours

Work Environment

Attribute	Yes	No
Chemicals	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Cold	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dampness	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fumes/Gases	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Heat/Humidity	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Heights	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Noise	<input checked="" type="checkbox"/>	<input type="checkbox"/>

This job will require the following:

Action	Frequent	Occasional	None
Bending	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Squatting	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Climbing	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Twisting	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reaching	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Repetitive Motions

- Simple Grasping
- Fine Manipulation
- Pushing and Pulling
- Finger Dexterity
- Foot Movement

ACKNOWLEDGEMENT

This position description is subject to change from time to time as Council's operational needs change and/or the organisation may be developed or restructured. Any such change shall be the subject of consultation with the position incumbent and others as may be deemed necessary or desirable. Further, it has been designed to indicate the general nature and level of work performed by employees within this classification and is not to be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of employees assigned to the role.

Authorised By:	Chief Executive Officer
Signature:	
Date:	
Employee Name:	
Employee Signature:	
Date:	

ADMINISTRATIVE ACTION

Prepared By:	HR	Date Issued:	17/10/2022
Reviewed By:		Date:	