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# Diamantina Shire Council

## POSITION DESCRIPTION

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SUSTAINABLY DEVELOPING THE OUTBACK

<b>1.0 TITLE:</b>	Plant Operator (MC Truck)
<b>2.0 AWARD:</b>	Queensland Local Government Industry (Stream B) Award - State 2017
<b>3.0 SECTION:</b>	Operational Services
<b>4.0 CLASSIFICATION:</b>	Level 6
<b>5.0 DEPARTMENT:</b>	Infrastructure
<b>6.0 BRANCH:</b>	Works
<b>7.0 LOCATION:</b>	Bedourie or Birdsville

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### 8.0 POSITION OBJECTIVE

To operate a Multi-Combination Truck (MC Truck) in all situations and perform various labouring jobs as required by the supervisor.

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### 9.0 REQUIREMENTS OF THE JOB

#### a) Skills/Capabilities

- Ability to carry out machine operation, daily servicing checks and basic maintenance as per Operators handbook and DSC workshop guidelines.
- Ability to operate a range of hand tools associated with road maintenance and construction works.
- Ability to work within stipulated guidelines.
- Ability to work as a team member and contribute to team outcomes.
- Willingness to learn.
- Ability to complete manual tasks.
- Ability to be flexible, reliable, honest and committed.

#### b) Knowledge

- The Main Roads standards as stated in the Manual of Uniform Traffic Control Devices
- The Local Government Act 1993.
- Good knowledge of road maintenance and construction techniques.
- Good knowledge of Workplace Health and Safety Act – 2011 and safe work practices.
- Thorough knowledge and understanding of the National Heavy Vehicle Regulations (NHVR) including Chain of Responsibility requirements.
- Thorough knowledge and understanding of the National Transport Commission (NTC) Load Restraint guidelines.
- Good knowledge of Council's policies and procedures or a demonstrated ability to learn.

#### c) Experience and/or qualifications

- Proven experience in the high standard of operation and maintenance of a Type 2 Road Train with side tipper and/or water tankers.
- Experience in road construction and maintenance.
- Current MC Class drivers license.
- Construction Industry Induction Card (White Card).
- Experience and competencies in various other plant is desirable.
- Forklift High Risk Work Licence is desirable.

- Civil Construction qualifications are desirable.

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## 10.0 KEY RESPONSIBILITIES OF THE POSITION

- 1) Operate a Type 2 Road Train within operating parameters as advised by manufacturer, including but not limited to:
  - Conducting pre-start checks;
  - Minor maintenance including greasing, oiling and minor repairs.
- 2) Operate and maintain any vehicle/plant in a safe and efficient manner in accordance with traffic regulations, operators' handbook, and DSC workshop guidelines.
- 3) Carry out various duties including labouring and manual handling tasks as directed by Supervisor.
- 4) Carry out traffic control, including installation of temporary signs and barricades as required
- 5) Provide work progress reports to the Supervisor.
- 6) Undertake training in accordance with council requirements.
- 7) Communicate, solve and discuss work problems with other team members and the Supervisor.
- 8) Assist with prompt responses to customer requests/enquiries and project a helpful and positive image of the Council and its staff.
- 9) Complete Timesheets in a clear and accurate manner.
- 10) Ensure that Councils Quality Assurance Program is adhered to.
- 11) Comply with all Councils policies including but not limited to the Code of Conduct, Drug and Alcohol policy, Smoking policy and Workplace Bullying and Harassment Policy.
- 12) Perform other Council work as directed
- 13) Ensure strict compliance with all NHVR requirements including Chain of Responsibility at all times.
- 14) Ensure strict compliance in regards to the NTC Load Restraint Guidelines at all times regardless of the vehicle being operated.
- 15) Providing and maintaining driver's log book ensuring entries and completion in accordance with the NHVR requirements and with the "Yellow Copy" being submitted to the record keeper at the end of each roster regardless of the roster being worked.

### Workplace Health and Safety Responsibilities

- 16) Maintain awareness of Council's WH&S Management System – SAFE PLAN the WH&S Management Plan and MAPs.
- 17) Performing all work and associated functions in a safe manner.
- 18) Complying with all documented WH&S policies, procedures, work instruction and verbal instructions issued by Council or its officers.
- 19) Correctly using and maintaining in good condition all personal protective clothing and equipment supplied by Council.
- 20) 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 WH&S procedures.
- 21) Establishing and maintaining a high standard of housekeeping and cleanliness within individual work areas and on Council's property generally.
- 22) Reporting and assisting with the investigation of all incidents in the workplace, including minor injuries, near misses and property damage.
- 23) Attending any toolbox, team talks or specific training supplied by Council.
- 24) Being familiar with the location of first aid treatment centres, fire protection facilities and evacuation procedures.
- 25) Working in a manner that will not endanger yourself, other employees or the public.
- 26) Report any concerns for WH&S to your Supervisor.

**Note:** An employee may be directed to carry out such duties as are within the limits of the employee's skill, competence and training. All employees have a legal obligation and are required to observe Council policies and procedures in relation to Code of Conduct, Confidentiality, Anti-Discrimination, Equal Employment Opportunity; Workplace Health & Safety; Employee Welfare; the Environment and Service Delivery Standards. Employees must also fulfil all recordkeeping responsibilities in accordance with relevant Information Standards and associated guidelines.

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## 11.0 KEY SELECTION CRITERIA

- 1) Minimum of two years experience driving a Type 2 Road Train with side tipper and/or water tankers in a road construction environment.
- 2) Demonstrated ability to operate a Type 2 Road Train in a safe manner.
- 3) Demonstrated ability to operate a variety of plant and hand tools associated with road maintenance and construction works.
- 4) Ability to operate effectively in a team, contributing positively to team operations and working relationships in a friendly and flexible manner.
- 5) Ability to work under direct supervision whilst exercising initiative, judgement and enthusiasm.
- 6) Demonstrated commitment to Workplace Health and Safety policies and procedures.
- 7) Current Queensland 'MC' Class Drivers Licence.
- 8) Current Construction Industry Induction Card (White Card)

**Note:** As part of any recruitment for this position, Council may require the applicant to undertake a Criminal Records Check, Working with Children Check, Physical fitness/medical test, drug or alcohol test, relevant skill test, personality profile and/or psychometric testing prior to appointment. It is a condition of employment with DSC that all applicants agree to this requirement before appointment. Some positions require incumbent to undergo mandatory immunisation or provide medical documentary evidence of suitable immunisation as the work environment may involve exposure to areas identified as "at risk" work areas.

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## 12.0 ORGANISATIONAL RELATIONSHIPS / ACCOUNTABILITY

Reports to: Roadworks Ganger

Internal Liaisons: All Council Departments

External Liaisons: State and Local Government authorities as appropriate, suppliers and contractors, Councillors, community members/groups, and members of the general public.

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## 13.0 EXTENT OF AUTHORITY

As per Council's Delegation Register

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## 14.0 APPROVALS

**Reviewed By:** Trevor Stewart  
Infrastructure Manager

**Approved by:** Leon Love  
Chief Executive Officer

**Signed:**



**Date:** 30/4/2019

I, **[name of applicant]** have read and understood this Position Description Plant Operator (MC Truck) and accept the objectives and responsibilities of this position.

**Applicant signature:** \_\_\_\_\_

**Date:**            \_\_\_/\_\_\_/\_\_\_