
Diamantina Shire Council

POSITION DESCRIPTION



SUSTAINABLY DEVELOPING THE OUTBACK

1.0 TITLE:	Plant Operator (MC Truck)
2.0 AWARD:	Queensland Local Government Industry (Stream B) Award - State 2017
3.0 SECTION:	Operational Services, Administrative, Technical, Community Service
4.0 CLASSIFICATION:	Level 6
5.0 DEPARTMENT:	Infrastructure
6.0 BRANCH:	Works
7.0 LOCATION:	Bedourie

8.0 POSITION OBJECTIVE

Operate a Multi-Combination Truck (MC Truck) to efficiently and effectively perform civil infrastructure plant operation and project works as directed by the Supervisor to achieve results within Council's operational objectives.

9.0 REQUIREMENTS OF THE JOB

a) Skills/Capabilities

- High level plant/machine operation, daily servicing checks and basic maintenance as per Operators handbook and DSC workshop guidelines
- Ability to operate a range of plant and hand tools associated with, road maintenance and civil construction works
- Ability to work within stipulated guidelines as a team member and contribute to team outcomes
- Ability to be flexible, reliable, honest and committed
- Advanced analytical knowledge with the ability to analyse, diagnose and solve problems
- Time management and organisational skills in overseeing daily works/projects
- Interpersonal communication skills, including negotiation, conflict resolution and consultation
- Ability to resolve conflict with positive outcomes
- Ability to work autonomously and under limited supervision

b) Knowledge

- The Main Roads standards as stated in the Manual of Uniform Traffic Control Devices
- High level knowledge of road maintenance and construction techniques
- High level knowledge and understanding of Workplace Health and Safety Act – 2011 and workplace health and safety systems and processes
- 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 or the ability to obtain an understanding of applicable local government policies and procedures including the Local Government Act 2009
- High level understanding of Cultural Heritage issues in relation to road maintenance and construction
- Quality Assurance requirements and procedures

c) Experience and/or qualifications

- Proven minimum 2 years' 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 Queensland MC Class driver's license or ability to obtain
 - 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
 - Previous float experience
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10.0 KEY RESPONSIBILITIES OF THE POSITION

a) Operational

- Operate a Type 2 Road Train within operating parameters as advised by manufacturer, including but not limited to:
 - Conducting pre-start checks;
 - Operation in successive passes over working area to achieve specified result
 - Alignment of operations with reference stakes and guidelines on ground or positions equipment including following hand signals of others
 - Minor maintenance including greasing, oiling and minor repairs
 - Keeping the interior and exterior of the allocated plant clean and tidy
- Operate and maintain any vehicle/plant in a safe and efficient manner in accordance with traffic regulations, operators' handbook, and DSC workshop guidelines
- Carry out traffic control, including installation of temporary signs and barricades as required
- Implement and oversee work practices and operations procedures for various projects ensuring work area outcomes and provide work progress reports to the Supervisor
- Undertake training in accordance with council requirements
- Communicate, solve and discuss work problems with other team members and the Supervisor
- Assist with prompt responses to customer requests/enquiries and project a helpful and positive image of the Council and its staff
- Ensuring administration tasks are completed in a timely manner and records are maintained, including daily timesheets, plant sheets, fuel issue sheets, stores requisitions, quality and workplace health and safety documentation including tool box talks, pre-starts etc. where applicable
- 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 and Quality Assurance System
- Ensure strict compliance with all NHVR requirements including Chain of Responsibility at all times
- Ensure strict compliance in regards to the NTC Load Restraint Guidelines at all times regardless of the vehicle being operated
- 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.
- Carry other Council work including laboring, manual handling and other tasks as directed by Supervisor

b) Workplace Health and Safety Responsibilities

- Undertake the responsibilities relevant to the position as specified in Schedule 1 – WH&S Obligation and Responsibility Statement as amended from time to time.

c) Quality Management

- Ensure obligations and responsibilities are met within Council's quality management framework.

d) Risk Management

- Comply with Council's Risk Management Policy and Framework
- Perform duties in a manner which is within an acceptable level of risk, as determined by Council's Risk Management Framework
- Undertake and participate in risk management training as required

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.

11.0 KEY SELECTION CRITERIA

- 1) Specialised knowledge and precision in plant operation and preparation of work sites
- 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) Ability to adhere to the requirements of, including but not limited to, workplace health & safety, NHVR and QLD transport legislation
- 7) Ability to liaise with internal and external stakeholders to ensure effective outcomes
- 8) Demonstrated commitment to Workplace Health and Safety policies and procedures
- 9) Current Queensland 'MC' Class Drivers Licence
- 10) 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.

12.0 PHYSICAL DEMAND CATEGORY

SEDENTARY WORK							
Light Duty	Frequent lifting / carrying of objects weighing up to 5kgs.					<input type="checkbox"/>	
Work	Frequent lifting / carrying of objects weighing up to 10kgs.					<input type="checkbox"/>	
Heavy Work	Frequent lifting / carrying of objects not exceeding 25kgs					<input checked="" type="checkbox"/>	
WORK ENVIRONMENT							
ATTRIBUTE			MANOEUVRE	FREQUENT	OCCASIONAL	NONE	
Chemicals	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	Bending	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Cold	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	Squatting	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Dampness	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	Climbing	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Fumes/gases	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	Twisting	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Heat / Humidity	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	Reaching	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Heights	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	PLANT OPERATION				
Noises	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	Maximum seat rating of 150kgs				
SPECIFIC ACTIONS REQUIRED				AUDIO – VISUAL DEMANDS		REPETITIVE MOTIONS	
This job may include:							
Standing/Walking	Sitting	Driving		Hearing	<input checked="" type="checkbox"/>	Foot Movement	<input checked="" type="checkbox"/>
<input type="checkbox"/> None	<input type="checkbox"/> None	<input type="checkbox"/> None	<input type="checkbox"/> None	Depth Perception	<input type="checkbox"/>	Fine Manipulation	<input type="checkbox"/>
<input type="checkbox"/> Occasional	<input type="checkbox"/> Occasional	<input type="checkbox"/> Occasional	<input type="checkbox"/> Occasional	Colour Discrimination	<input type="checkbox"/>	Pushing/Pulling	<input type="checkbox"/>
<input type="checkbox"/> 1-4 hrs	<input type="checkbox"/> 1-4 hrs	<input type="checkbox"/> 1-4 hrs	<input type="checkbox"/> 1-4 hrs	Peripheral Vision	<input checked="" type="checkbox"/>	Finger Dexterity	<input type="checkbox"/>
<input checked="" type="checkbox"/> 4-6 hrs	<input type="checkbox"/> 4-6 hrs	<input type="checkbox"/> 4-6 hrs	<input type="checkbox"/> 4-6 hrs			Simple Grasping	<input checked="" type="checkbox"/>
<input type="checkbox"/> 6-8 hrs	<input checked="" type="checkbox"/> 6-8 hrs	<input checked="" type="checkbox"/> 6-8 hrs	<input checked="" type="checkbox"/> 6-8 hrs				

13.0 PROFESSIONAL DEVELOPMENT OPPORTUNITIES

Qualification	Pathway	Pathway Professional Development
Supervisory qualification and/or experience	<ul style="list-style-type: none">▪ Specialised processes and technology overseeing project/programs within the department▪ Resolve problems▪ Supervise a department, employees or sections within operations	Infrastructure Supervisor

14.0 ORGANISATIONAL RELATIONSHIPS / ACCOUNTABILITY

Reports to: Infrastructure Supervisor

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.

15.0 EXTENT OF AUTHORITY

As per Council's Delegation Register

16.0 APPROVALS

Reviewed and approved by: Director of Corporate Services

Signed: _____

Date: ____/____/____

Print name: _____

I have read and understood this Position Description and accept the objectives and responsibilities of this position.

Signed: _____

Date: ____/____/____

Print name: _____