
Diamantina Shire Council

POSITION DESCRIPTION



SUSTAINABLY DEVELOPING THE OUTBACK

1.0 TITLE:	Plant Operator (Loader)
2.0 AWARD:	Queensland Local Government Industry (Stream B) Award - State 2017
3.0 AREA:	Operational Services
4.0 DESCRIPTOR	Not Applicable
5.0 WAGE LEVEL:	6
6.0 DEPARTMENT:	Infrastructure
7.0 BRANCH:	Works
8.0 LOCATION:	Bedourie or Birdsville

9.0 POSITION OBJECTIVE

To operate a Loader in all situations and perform various labouring jobs as required by the supervisor.

10.0 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.
- 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 Loader.
- 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.

11.0 KEY RESPONSIBILITIES OF THE POSITION

- 1) Operate Loader 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, such as grade terrain or remove, dump, or spread earth, rock or other material;
 - Operating switches, levers and pedals to control loading gate on bucket (scraper), to adjust depth of cut, to raise and close filled bucket for hauling, and to spread or dump earth;
 - 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.
- 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) Ensure that Councils Workplace Bullying and Harassment Policy, Workplace Health and Safety Policy is upheld and all operations are carried out in accordance with this policy
- 12) Perform other Council work as directed

Workplace Health and Safety Responsibilities

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

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.

12.0 KEY SELECTION CRITERIA

- 1) Minimum of two years' experience driving a Loader in a road construction environment.
- 2) Demonstrated ability to operate a Loader 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)
- 9) Current RII Certificate of Competency in Loader Operations

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.

13.0 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 checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	Bending	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Cold	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	Squatting	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Dampness	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	Climbing	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>			
Fumes/gases	<input type="checkbox"/> YES	<input checked="" 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 type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	Maximum seat rating of 120kgs						
SPECIFIC ACTIONS REQUIRED				AUDIO – VISUAL DEMANDS		REPETITIVE MOTIONS			
This job may include:									
Standing/Walking		Sitting		Driving		Hearing	<input type="checkbox"/>	Foot Movement	<input type="checkbox"/>
<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 checked="" type="checkbox"/>	Occasional	<input checked="" type="checkbox"/>	Occasional	Colour Discrimination	<input type="checkbox"/>	Pushing/Pulling	<input checked="" type="checkbox"/>
<input type="checkbox"/>	1-4 hrs	<input type="checkbox"/>	1-4 hrs	<input type="checkbox"/>	1-4 hrs	Peripheral Vision	<input type="checkbox"/>	Finger Dexterity	<input type="checkbox"/>
<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 checked="" type="checkbox"/>	6-8 hrs	<input type="checkbox"/>	6-8 hrs	<input type="checkbox"/>	6-8 hrs				

14.0 ORGANISATIONAL RELATIONSHIPS / ACCOUNTABILITY

Reports to: Infrastructure Manager

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 by: Trevor Stewart
Infrastructure Manager

Approved by: Leon Love
Chief Executive Officer

Signed:

Date:

I, [name] have read and understood this Position Description – Plant Operator (Loader) and accept the objectives and responsibilities of this position.

Applicant:

Date: / /