



TORRES STRAIT ISLAND REGIONAL COUNCIL

POSITION DESCRIPTION

Organisation:	Torres Strait Island Regional Council
Position Title:	Engineering Officer – Civil Crew
Position Classification:	Level 5
Instrument:	Torres Strait Island Regional Council Certified Agreement
QLD Local Government Industry Stream:	Stream B – Division 2 Section 5 – Operational Services
Position Number:	1386
Directorate:	Engineering Services

PRIMARY PURPOSE

We are much more than a Council. Our work impacts the lives of the Community we serve in a profound way through the range of services we offer, as a major employer and a vital link in the infrastructure that supports the community. We respect *Ailan Kastom* and what it has to teach us to help culture and communities to thrive. We recognise that each community is not the same with unique language and cultural differences.

POSITION OBJECTIVE

Assist in the delivery and construction of Capital Works Projects across the Torres Strait Islands.

KEY RESPONSIBILITIES

- Provide a range of services to ensure the sustainability of community and council infrastructure aimed at enhancing the environment of the Torres Strait region.
- As part of the Councils' Civil Crew assist in the delivery and construction of Capital Works Projects across the Torres Strait Island Regional Council Local Government Area.

Civil Crew (Capital Works) – Primary Duties

Under the direction of the Civil Crew Supervisor and assist with the construction of Council's civil infrastructure projects and operational maintenance projects across the Torres Strait in a safe, effective and efficient manner consistent with Council's procedures and policies.

As a minimum, it is expected that the duties of the role will involve but not limited to:

- Carry out activities associated with the Torres Strait Island Regional Council (Council) Engineering Capital Works program as directed by the Project Supervisor.
- Manual labour activities that are required to assist in the delivery of capital works projects.
- Ensure works are completed in timeframes provided by the Civil Crew Supervisor.
- Operate fixed and mobile fixtures, plant, machinery, tools and equipment to undertake the civil works in Torres Strait.
- Operate heavy plant and equipment as required (subject to competency).
- Providing support and performing general activities to support Construction Works.
- Work cooperatively in a multi-disciplinary team environment.
- Ability to work flexible hours and overtime to meet the requirements for Construction Works.

Engineering Officer (Home Division) – Secondary Duties

- General Engineering Officer duties when working on base division as required by the Divisional Engineering Officer.
- Work with Divisional Engineering Officer and other engineering officers to assist in the delivery of services to the community.
- Operate fixed and mobile fixtures, plant, machinery, tools and equipment to undertake the operations and maintenance of infrastructure controlled by Engineering Services.
- Participate in the full range of the Engineering Services duties related to the performance of general works, civil works, operations and maintenance including, but not restricted to:
 - i. Manual labour activities and the transfer and/or cartage of plant, equipment, tools and other items.
 - ii. Depot and/or worksite 'housekeeping', cleaning, and maintenance activities to ensure the team meets its objectives.
- Ensure effective communication with the Divisional Engineering Officer to inform of the status and condition of Council's assets as appropriate.
- Check emails and phone messages on a daily basis for requests / information from management or other Engineering Services personnel.
- Report all defects to Divisional Engineering Officer immediately.

General

- Participate in and perform any other duties as required by Civil Crew Supervisor.
- Participate in special projects and perform any other duties as required.
- Comply with TSIRC health and safety policies and procedures.
- Ensure safe work practices and a safe work environment is maintained at all times.
- Model a positive culture by living the organisational values through actions and behaviours.
- Maintain and/or extend knowledge and skill base required for effective performance.
- Maintain productive working relationships and provide team support.
- Participate in own performance review and identify learning/development needs.
- Negotiate with line manager to complete appropriate education and training.

CAPABILITIES, SKILLS & EXPERIENCE

- 1) Consistently demonstrates behaviours that reflect Council's values of One, Respect, Accountability, Courage and Resilience with all stakeholders.
- 2) Current "C" class, Type "Provisional" or higher Queensland Drivers Licence essential. HR Licence is an advantage.
- 3) Current Construction Industry General Induction Card (White Card).
- 4) Current Licences to operate plant and heavy machinery (e.g. Excavator, Grader, Roller, Skid Steer, Backhoe, Tip Truck etc.) required.
- 5) Previous experience in civil construction.
- 6) Certificate 3 in Civil Construction Plant Operations highly desirable.
- 7) Must be able to work in a team, reliable and flexible and able to follow instructions.

- 8) A sound knowledge and understanding of languages and culture specific to the Torres Strait. Languages include Meriam Mer, Kala Lagaw Ya, and Creole is desirable.

OTHER CONDITIONS/REQUIREMENTS

- Frequent travel throughout the Torres Strait Islands is a requirement of this position.
- The applicant is to be a resident of the TSIRC Local Government Area.
- TSIRC employees may be required to have immunisations as a control measure against infectious disease if there is a requirement to travel.
- The employee shall comply with relevant Workplace Health and Safety legislation, Codes of Practice and Council's Workplace Health and Safety Management System.
- Where the health and safety requirements of your duties are identified as high risk those tasks will be allocated according to your capability & level of training.

The employee is expected to carry out their duties in accordance with the relevant legislation and Council policies including but not limited to:

- a) anti-discrimination
- b) equal employment opportunity
- c) confidentiality
- d) local government principles
- e) *Ailan Kastom*
- f) Council's Vision and Values listed on the next page.

OUR VISION & VALUES

“ For our Community and Council to be Autonomous, Prosperous and Sustainable ”

Value & Value Statement	Desired Behaviours
 <p>ONE We are one team who achieves together.</p>	<ul style="list-style-type: none"> • We show care for people and look out for each other. • We speak up and support others to be safe and healthy. • We respectfully address behaviours that conflict with Council's values. • We create positive unity within our organisation, our communities and our region.
 <p>RESPECT We have respect for each other and the communities we serve.</p>	<ul style="list-style-type: none"> • We respect and recognise Ailan Kastom. • We are open and collaborative, valuing clear community engagement. • We recognise and respect diversity, individual needs, experience and strengths.
 <p>ACCOUNTABILITY We are accountable and responsive to our communities.</p>	<ul style="list-style-type: none"> • We take pride in our work and pursue a standard of service excellence, doing more with less. • We consistently strive for transparency and good governance to the benefit of public interest. • We are reliable, honest and ethical in all we do.
 <p>COURAGE We are courageous leaders, who think innovatively.</p>	<ul style="list-style-type: none"> • We encourage, value and reward creative thinking. • We respect and explore different ideas and perspectives. • We embrace change and actively promote Council's vision.
 <p>RESILIENCE We are builders of a sustainable and resilient region.</p>	<ul style="list-style-type: none"> • We actively seek opportunities to continuously improve and bring growth to our region. • We think globally, act regionally. • We empower our people and communities; embracing local opportunity and participation.