

Upper Lachlan Shire Council



Position	Plant Operator – Roller
Reports to	Team Leader
Group	INFRASTRUCTURE
Band/Level	1/3
Grade	5
Date revised	2021

Primary Purpose

To operate plant and equipment safely, and consistently undertake road maintenance and construction works to the standard required.

Council Values

Council's values of sustainability, integrity, respect and professionalism guide the decisions, actions and conduct of all employees.

Accountabilities

- Undertake the safe operation of the Roller for the maintenance and construction of roads, compacting earthworks and pavement materials, road formation shoulders and hard stand areas.
- Ensure that all works are completed in accordance with correct work practices and procedures and relevant regulations.
- Train other plant operators in the operation of Rollers as required.
- Operate other road construction and maintenance plant.
- Ensure safe work practices including assistance in the development and implementation of safe work method statements, risk assessments, injury and incident reporting and any other work health and safety requirements/obligations under the Work Health and Safety Act.
- Ensure consistent delivery of the highest level of customer service.
- Undertake general labouring duties including but not limited to, pothole patching, sealing, erection of erosion and sediment control, excavation and spreading of material, monitor and maintain stockpiles.
- Control traffic at worksites, including the placement of signs, lights and barriers, in accordance with relevant legislative requirements and standards.
- Maintain plant in a reliable, tidy and safe manner, including minor maintenance such as fuelling, tyre pressure, fluid levels, filters, cleaning, lubrication and greasing, and advising repair and maintenance needs to the workshop.
- Complete paperwork (including timesheets) accurately and within required timeframes.
- Contribute to the performance of Council: leading by example, demonstrating professional conduct, making the best use of knowledge, experience and skills, and being accountable for the decisions made.

- Ensure a safe working environment by taking accountability for own actions and complying with Council's WHS policies and procedures.

The employee is required to undertake any other duties, projects or tasks as directed by their manager, which are within his/her skills, competence and training.

Key relationships

Internal	External
Infrastructure department	Community members
Other staff	Government Agencies and Authorities

Essential Criteria

1. WHS General Construction Induction (White) card.
2. Demonstrated experience in communication methods with team members.
3. Demonstrated experience in the operation of road maintenance plant/roller.
4. Proven ability to work productively as a member of a team and contribute to team goals.
5. Current Class C Drivers Licence.

Desirable Criteria

1. Experience or certificate of competency for other road plant.
2. HR Drivers licence.
3. Appropriate Traffic Control certification.
4. Willingness to operate other plant and equipment.

The position description should be read and applied, in conjunction with other corporate documentation that guides decision-making, actions and conduct including, but not limited to, the Code of Conduct, Delegations of Authority, legislation, policies, procedures and plans.

I have read and understand the requirements and accountabilities of this position.

Name (please print)

Signature

Date

SALARY PROGRESSION CRITERIA



Plant Operator - Roller

The emphasis at this level will be placed on the demonstrated application of the skills and knowledge required of the position. Assessments will be made based on the experience/qualifications of the jobholder and their ability to apply skills and knowledge to meet the accountabilities defined in the job description.

MINIMUM JOB REQUIREMENT

The jobholder is required to have met the essential criteria as described in the job description.

STEP 1 SKILLS

Before being assessed for Step 1 Skills, the jobholder must have demonstrated achievement of all Essential Criteria described in the job description.

When the jobholder demonstrates the achievement of all Skills in Step 1, they are eligible for an increase in their rate of pay.

1	Knowledge of WHS and WorkCover regulations in relation to road maintenance/ construction and public safety.
2	Hold current Traffic Controller and Implement Traffic control plan tickets.
3	Understand the process to obtain items from council store.
4	Operate plant/vehicle competently, complete minor maintenance, advise workshop of service requirements.

STEP 2 SKILLS

Before being assessed for Step 2 Skills, the jobholder must have demonstrated achievement of all Essential Criteria and Step 1 Skills.

When the jobholder demonstrates the achievement of all Skills in Step 2, they are eligible for an increase in their rate of pay.

1	Participate and follow all WHS processes and procedures within your team and work site.
2	Responsibly manage own work.
3	Work positively with your team and others.
4	Consistently complete tasks safely and in accordance with safe work method statements.

STEP 3 SKILLS

Before being assessed for Step 3 Skills, the jobholder must have demonstrated achievement of all Essential Criteria, Step 1 and Step 2 Skills.

When the jobholder demonstrates the achievement of all Skills in Step 3, they are eligible for an increase in their rate of pay.

1	Maintain records plant/gravel sheets without assistance.
2	Demonstrate a good understanding of maintenance and construction of roads.
3	Able to train others in the safe and appropriate operation of a roller.
4	Set up traffic control devices and equipment.
5	Applies knowledge of Shire to identify work locations.

STEP 4 SKILLS

Before being assessed for Step 4 Skills, the jobholder must have demonstrated achievement of all Essential Criteria, Step 1, Step 2 and Step 3 Skills.

When the jobholder demonstrates the achievement of all Skills in Step 4, they are eligible for an increase in their rate of pay.

1	Meet all requirements of the position description.
2	Contributes positively to the team environment.
3	Operate a grader to maintenance grade and spread gravel to an appropriate standard.
4	Quality of work meets requirements.
5	Contributes positively to workplace change initiatives.

STEP MAXIMUM SKILLS REQUIREMENT

To achieve Step Maximum Skills the jobholder must apply a superior level of skills, knowledge, Skills and expertise to the position. Step Maximum Skills will be achieved by the attainment of:-

1. Agreed competency and/or training/qualifications
2. Demonstrated efficiency and productivity improvements
3. Development and/or delivery of an innovative project
4. Continuous work improvement for a defined timeframe

Step Maximum Skills will be subject to determination and assessment by the relevant Director, in consultation with the jobholder. Before the jobholder can be assessed at Step Maximum, the jobholder must have achieved Steps 1, 2, 3 and 4 Skills.

Note: Skills will be obtained and/or developed from a combination of the following sources:-

- Training.gov.au
- Job-specific Skills developed by Council
- WHS standards
- Former position description skill steps