



## Position Description

**Position Title:** Concreter – Engineering  
Tradesperson (Access Maintenance)  
**Directorate:** Infrastructure  
**Branch:** Engineering Services  
**Location:** Operations Centre

**Reports to:** Supervisor Engineering Maintenance  
**Supervises:** Nil. Contractors as required (indirect)  
**Classification Level:** 5(OS)

### Role summary

The Access Maintenance team is responsible for the construction and maintenance of all concrete footpaths and kerbs, along with cycle, pedestrian and access networks in accordance with relevant standards.

### What you are responsible for

#### Access Maintenance team

- Maintain all assets and hardscapes associated with pedestrian and cyclist access.
- Construct, install, and rebuild all concrete assets associated with pedestrian and cyclist transport.
- Adhere to current standards when undertaking maintenance works and be responsible for accurate site and plan quantity measurements, quality control and ordering of materials.
- Responsible for cleaning and maintaining access streetscapes using a variety of equipment and tools as required.
- Responsible for the use of concrete grinding equipment.
- Operate the City's vehicles, plant and equipment safely, competently and in accordance with legal requirements (including loading regulations).
- Record and report damaged infrastructure assets to the Supervisor Engineering Maintenance for corrective action.
- Report vehicle and plant maintenance requirements to the Supervisor Engineering Maintenance and Fleet Services to ensure plant and equipment are maintained to required standards.
- Undertake and implement road traffic control measures in accordance with basic worksite traffic management standards.
- Report on work productivity for performance monitoring.

#### Team Contribution

- Backfill other Engineering Maintenance roles within qualifications and competencies to support a multi-skilled workforce as required.
- Utilise mobility solutions and other IT systems as required.
- Ensure work and behaviour add value to the business unit, within area of responsibility.
- Behave and work in a manner that demonstrates Engineering Services as a focused, professional and reliable service.

#### Other

- Embody the City's values and abide by all applicable legislation, policies, procedures and the Code of Conduct.
- Required to carry out work in a safe and responsible manner in line with Work Health and Safety legislation, policies and procedures.
- Other duties as required.

*Teamwork • Communication • Innovation • Customer Focus • Integrity*

**Essential experience, capabilities and qualifications required to fulfil the role.**

- **Technical skills:** Relevant experience in the installation and maintenance of concrete footpaths and kerbing. Experience in a similar role delivering quality outcomes and desirable service levels in the context of the position requirements.
- **Problem solving skills:** Demonstrated ability to contribute and apply high level analytical and problem-solving skills in matters related to path maintenance.
- **Achievement of outcomes:** Proven ability to prioritise and manage personal workload with minimal supervision to achieve agreed outcomes within specified timeframes.
- **Teamwork:** Ability to work effectively as a member of a small team, exercising initiative and sound judgement to proactively contribute to the business unit.

**Desirable role requirements**

- Experience in the maintenance of concrete footpaths / kerbing and municipal infrastructure assets.
- Basic Workplace Traffic Management and Traffic Control certification.
- Experience in the use of concrete grinding equipment.

**Appointment conditions**

- White Card
- MR driver's licence
- National Police Clearance

<b>Director</b>	Infrastructure	<b>Signature</b>	
<b>Date:</b>	9 June 2025		