

Weighbridge Attendant

Position Description

Directorate	Project Delivery and Waste	Department	Waste and Resource Recovery (W&RR)
Reports To	Site Operations Team Leader	Direct Reports	No
Queensland Local Government Industry Award - State 2017 - Stream	Stream B - Division 2, Section 5 - Operational Services	Moreton Bay Regional Council Certified Agreement 2022 EBA5 Wage Level	Schedule 2, Wage Level 5.

Position Purpose

This position acts as a key point of contact in supporting the weighbridge operations, including the broader waste facilities operations, whilst supporting the needs of the City of Moreton Bay's customers, ratepayers and stakeholders.

Key Responsibilities and Outcomes

As a Weighbridge Attendant and member of the W&RR Department you will:

- Undertake the operation of weighbridge equipment and escalate operational matters as required.
- Act as a key point of contact for the provision of advice on disposal and recycling matters.
- Provide a range of assistance to customers ensuring disposal of waste meets all associated statutory and council environmental requirements.
- Drive full optimisation of waste disposal practices, including promoting diversion from landfill and resource recovery of all materials.
- Support the wider outputs of the Waste and Resource Recovery department and work as an integral part in supporting team outputs.
- Undertake the end to end suite of administration processes, practice and procedures relevant to Council fees associated with waste facilities operations.
- Ensure compliance with all current legislation, including Queensland Government's Waste Levy, approved standards, policies and procedures relating to weighbridge practices and processes.

Our Values

Our values:
guiding how we
work and shaping
our future.



SEE THE PERSON.
SEE THE CITY.



OWN THE SOLUTION.
FOR TODAY AND
TOMORROW.



FALL, LEARN, RISE.
TOGETHER
WE GROW.



THINK BIGGER.
LET'S GO.

Decision Making

Budget

N/A

Delegations

Delegations under the Local Government Act 2009 and as directed and published in Council's Delegation Register

Knowledge & Experience

- Ability to communicate, both in written and verbal form, whilst engaging constructively with a range of internal stakeholders and external residents, customers, contractors and ratepayers.
- Sound level of experience in undertaking a range of operational tasks in a regulated work environment where health and safety is of high priority, under minimal supervision.
- Ability to learn and adapt to a range of emerging technology solutions as they apply to the requirements of this position.
- Ability to work constructively and efficiently as part of a team of weighbridge attendants across the broader Waste Services department.
- Sound experience in working in a fast-paced customer focused environment, understanding the needs of a diverse customer group.
- Sound experience in the administration of operational financial matters as they relate to the deliverables of the position.

Qualifications

- Current C class driver's licence.
- Construction Induction Card competency that has been used or obtained within the past 2 years.

Mandatory Vaccinations (Applicable for Bunya Waste Management Only)

- Employees appointed to this position are required to be fully vaccinated against Hepatitis A, Hepatitis B, and Tetanus.

Note: This position description reflects a summary of the key accountabilities of the position, it is not intended to be an all-inclusive list of duties, steps and tasks. Leaders may direct team members to perform other duties at their discretion.