

## Position Description

### Position Details

|                     |                                     |
|---------------------|-------------------------------------|
| Position Title      | Plant Operator – Backhoe            |
| Job Location        | Cascade Depot                       |
| Position Level      | 4                                   |
| Department/Division | Asset Management / Asset Operations |
| Reports to (Title)  | Supervisor Rural Maintenance        |

### Employment Type

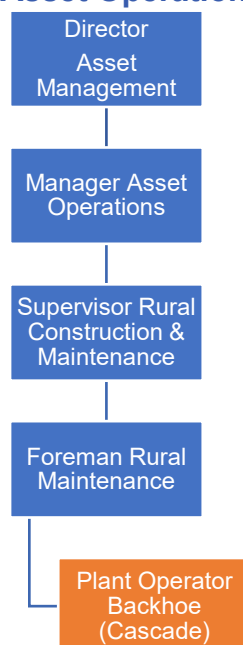
☒ Full Time ☐ Part Time (*please specify hours*)

☐ Casual Hours Per Week 85 hrs/fortnight

### Position Summary

This position involves the construction and maintenance of Shire roads and infrastructure, primarily responsible for Backhoe operations from our Cascade depot.

### Organisational Structure Asset Operations



### Specific Accountabilities of the Position

- Perform backhoe duties as directed.
- Operate other plant (bobcat, loader, truck, roller etc) as required.
- Perform work under limited supervision either individually or in a team environment.
- Monitor, maintain and construct council infrastructure, signage and roads as required.

- Maintain appropriate documentation as directed by the Rural Maintenance Supervisor.
- Maintain all associated plant & equipment relative to position in compliance with operational practice.
- Provide supervision and on the job training to other staff as required in liaison with the Rural Maintenance Supervisor.
- Undertake other duties as required.

## **General Accountabilities of the Position**

### **Workplace Health and Safety**

- While at work, take reasonable care for the health and safety of all persons who are at your place of work and who may be affected by your acts or omission at work.
- Follow all WHS policies, procedures and practices.
- Perform as a team player and maintain a satisfactory level of industrial harmony.
- Follow policies, procedures and practices that do not discriminate against individuals in employment or education on the basis of race or ethnicity, sex, marital status, pregnancy, sexual preference, disability, age and religious or political affiliation.
- Observe National Privacy Principles and Privacy legislation.
- Always act in accordance with Council's Code of Conduct.
- The Chief Executive Officer, Directors, Managers, Coordinators and on site supervisors have additional responsibilities as defined in the Shires WHS Roles and Responsibilities Procedure and Workplace Health and Safety Legislation.

### **Customer Service**

- Maintain good relations with the general public and promote Council's operations in a professional manner at all times.
- Provide friendly, helpful and professional interaction with suppliers of goods and services, volunteer groups, other Council departments.
- Exercise a high level of interpersonal skills in dealing with the public and others.

## **Selection Criteria**

### **Essential**

1. 'HR' class license.
2. Demonstrated competency and minimum one year experience operating backhoe.
3. Ability to perform routine mechanical maintenance on vehicular plant.
4. Previous experience in road construction / maintenance or earthmoving environment.
5. Ability to work cooperatively in a team environment and supervise a small team.
6. Time management and organisational skills.
7. Sound knowledge of Occupational Safety & Health requirements.
8. Demonstrated ability to work with limited supervision.
9. White Card - Construction Safety Awareness Training Card.
10. Ability and willingness to live onsite in remote depot locations.

### **Desirable**

1. Basic Worksite Traffic Management and Traffic Control accreditation.
2. Relevant plant certificates (i.e. backhoe ticket).

3. Experience operating a Grader.

Signature

Signature *Employee*

Name

Date

As representatives of the Esperance community, the Shire Council and staff are guided by the values of **PRIDE:**

**Professionalism**

Acting with integrity, showing respect for workmates and community members by responding to all communications in a timely manner, and demonstrating reliability and accountability through honesty.

**Respect**

Treating everyone with dignity regardless of your personal feelings. It is about listening to opinions, leading with kindness, and embracing diverse views, abilities and perspectives in the pursuit of higher value.

**Integrity**

Being honest, genuine and consistent in your dealings with everyone and taking ownership of your actions, good and bad – irrespective of whether anyone is watching.

**Dedication**

Going that one step further and being committed to achieving results, having pride in your work, supportive management and colleagues, and a culture of serving the community.

**Excellence**

Achieving consistent high standards.