



# Plant Operator

PD Version – April 2025

Next Review – April 2027

**Mission** “By 2030 Cabonne Council will be ADAPTIVE, RESILIENT & PERFORMING organisation to maximise opportunities and to overcome the challenges faced by Council and our community.”

**Values** SAFETY RESPECT PRIDE TEAMWORK Our COMMUNITY

*Cabonne Council is a Child Safe Organisation that is dedicated to respecting children and young people. We prioritise their voices and views and we are committed to taking proactive measures to always keep children safe.*

## Position Details

|                          |                                                  |
|--------------------------|--------------------------------------------------|
| POSITION NO(s):          | TO728-34, TO738-39, TO741-45                     |
| DIVISION:                | Operations                                       |
| DEPARTMENT:              | Transport                                        |
| UNIT:                    | Transport                                        |
| TEAM:                    | Delivery                                         |
| POSITION LOCATION:       | Molong, Cudal, Orange                            |
| EMPLOYMENT TYPE:         | Permanent Full Time – 38 hrs/wk                  |
| SALARY SYSTEM GRADING:   | Grade 4                                          |
| REPORTING TO:            | Transport Area Supervisor                        |
| NO. OF DIRECT REPORTS:   | 0                                                |
| NO. OF INDIRECT REPORTS: | 0                                                |
| WORK FROM HOME:          | This position is not suited to WFH arrangements. |

## Purpose of the Position

To work as a member of a team to operate general construction plant and undertake labouring duties as required to contribute to the achievement of Council’s road construction and maintenance works program objectives in accordance with Council policies and procedures.

## Key Duties & Accountabilities

### Operational Activities

Work as a member of a team to undertake plant operation duties to assist in relevant works including:

- Driving and operating machines used in road construction and maintenance competently. Plant items may include, but are not limited to, roller, front end loader, skidsteer, backhoe, excavator, soil stabiliser, tractor with slasher attachment, and grader,
- Driving and operating Heavy Rigid (HR) trucks as required,
- Assisting with associated road construction activities including roadside maintenance, road construction set-out and manual works as required in accordance with the road construction and maintenance work program objectives, Council policies and procedures,
- Providing timely and accurate reports to the Supervisor regarding faults, operational characteristics and performance and undertaking light plant maintenance on the vehicle and plant within operators’ capabilities,
- Carrying out traffic control at worksites including implementing Traffic Guidance Schemes (TGSs),

- Completing all relevant records including timesheets, prestart checklist, plant sheets, risk assessments and other legislative related paperwork,
- Carry out duties associated with environmental protection and control,
- Undertaking site specific inductions and actively participating in toolbox meetings,
- and undertaking work outside of normal hours and overtime as required to progress or complete assigned tasks including emergency repair works.

***Work Health & Safety***

- Comply with Council's WHS Policy and procedures including applicable SWMSs, SOPs, project/event safety management plans.

***Code of Conduct and Ethical Behaviour***

- Council staff must comply with all provisions made within Council's Code of conduct.
- You must not conduct yourself in a manner that:
  - Is likely to bring council or other council officials into disrepute.
  - Is contrary to statutory requirements or the council's administrative requirements or policies.
  - Is improper unethical.
  - Is an abuse of power.
  - Causes, comprises or involves intimidating or verbal abuse.
  - Constitutes harassment or bullying behaviour under this code or is unlawfully discriminatory.
- You must act lawfully and honestly and exercise a reasonable degree of care and diligence in carrying out your functions.

## Qualifications and Experience

**Qualifications:**

***Essential***

- Construction Induction Certification (White Card).
- Class C driver's licence.

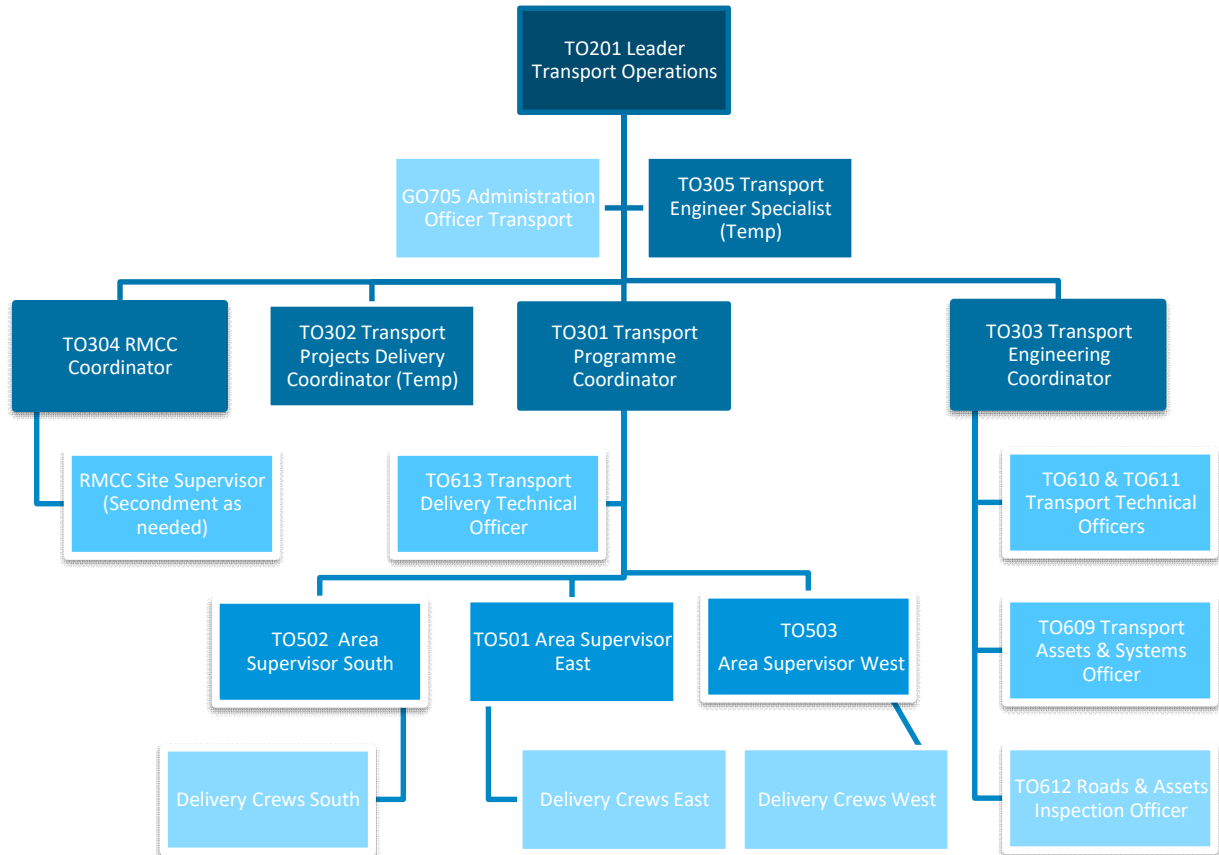
***Desirable***

- Current traffic control certification.
- Class HR driver's licence

**Skills & Experience:**

- Demonstrated experience and skills in civil infrastructure related works such as plant operation or road construction and maintenance.
- Competent plant operation skills for plant items used for road construction and maintenance.
- Effective communication skills with the ability to understand and follow detailed written and verbal instructions.
- Demonstrated commitment to a team-based approach, reliability, and punctuality, with proven ability to work in a team environment.
- Displays a positive, 'can do' attitude.

## Organisational Team



**Cabonne Capability Framework**

| <b>HIGH QUALITY SERVICE AND ASSET DELIVERY</b>                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|-------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  <p>MANAGING BUDGETS</p>               | <ul style="list-style-type: none"> <li>We are responsible financial custodians of public funds.</li> <li>We adhere to good governance, financial management processes and systems.</li> <li>We exercise our fiduciary duties and ensure budgets are managed sustainably with due regard for our long-term Financial Planning and Strategic Asset Management Plans.</li> </ul>                                                                                                                                                            |
|  <p>MANAGING RISKS</p>                 | <ul style="list-style-type: none"> <li>We proactively identify threats and opportunities impacting on our objectives.</li> <li>We actively manage these positive and negative risks to be at acceptable levels within our resources to achieve optimum outcomes for Council.</li> <li>We ensure our risk-based decisions are appropriately recorded and are understood.</li> <li>Risks to our people's safety is our priority we will reduce these risks as low as is reasonably practicable to ensure they are safe at work.</li> </ul> |
|  <p>MANAGING SERVICE DELIVERY</p>      | <ul style="list-style-type: none"> <li>We ensure council services are delivered in a timely manner with quality to meet the needs and expectations of our communities and stakeholders.</li> <li>We manage our assets efficiently to ensure they are fit for purpose and sustainable for our communities into the future.</li> </ul>                                                                                                                                                                                                     |
|  <p>MANAGING PROJECTS</p>             | <ul style="list-style-type: none"> <li>We manage our projects through diligent project management processes and systems to ensure they are on time, on budget and delivery quality outcomes for key stakeholders.</li> </ul>                                                                                                                                                                                                                                                                                                             |
| <b>ADAPTING, INNOVATING AND IMPROVING THE WAY WE WORK</b>                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|  <p>INNOVATION &amp; IMPROVEMENT</p> | <ul style="list-style-type: none"> <li>We drive a culture of continuous improvement that encourages innovation, maximises value and eradicates waste.</li> <li>We look to solve problems and make daily improvements.</li> <li>We foster curiosity and questioning on the status quo to identify and maximise opportunities.</li> </ul>                                                                                                                                                                                                  |
| <b>DEVELOPING AND VALUING OUR PEOPLE</b>                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|  <p>LEADING PEOPLE</p>               | <p>We provide leadership through valuing and respecting our people by:</p> <ul style="list-style-type: none"> <li>Making the best use of their abilities.</li> <li>Ensuring they are well informed of issues and changes that affect them.</li> <li>Recognising effort and giving credit where credit is due.</li> <li>Being honest and constructive in guidance and feedback given around their performance and behaviours.</li> <li>Ensuring our workplace culture contributes to the overall wellbeing of our people.</li> </ul>      |
|  <p>MANAGING SELF</p>                | <ul style="list-style-type: none"> <li>As Council employees we display initiative and resilience, modelling appropriate behaviour, valuing safety, respect for others, and a willingness to continue developing and learning.</li> </ul>                                                                                                                                                                                                                                                                                                 |
| <b>ENGAGING AND BUILDING RELATIONSHIPS WITH OUR KEY STAKEHOLDERS</b>                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|  <p>MANAGING RELATIONSHIPS</p>       | <ul style="list-style-type: none"> <li>We expect quality customer service with a commitment to timely responsiveness to our community and stakeholders, so they are aware of our actions and decisions as soon as practicable.</li> <li>We take time to ensure our communication methods are clear and appropriate to their audience to minimise misunderstandings and confusion.</li> <li>We seek to actively engage and work collaboratively with our community on projects, problems and issues that affect them.</li> </ul>          |