

Position Description

Position Details

Position Title	Grader Operator
Job Location	Shire Depot
Position Level	7
Department/Division	Asset Management / Asset Operations
Reports to (Title)	Foreman Rural Construction

Employment Type

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

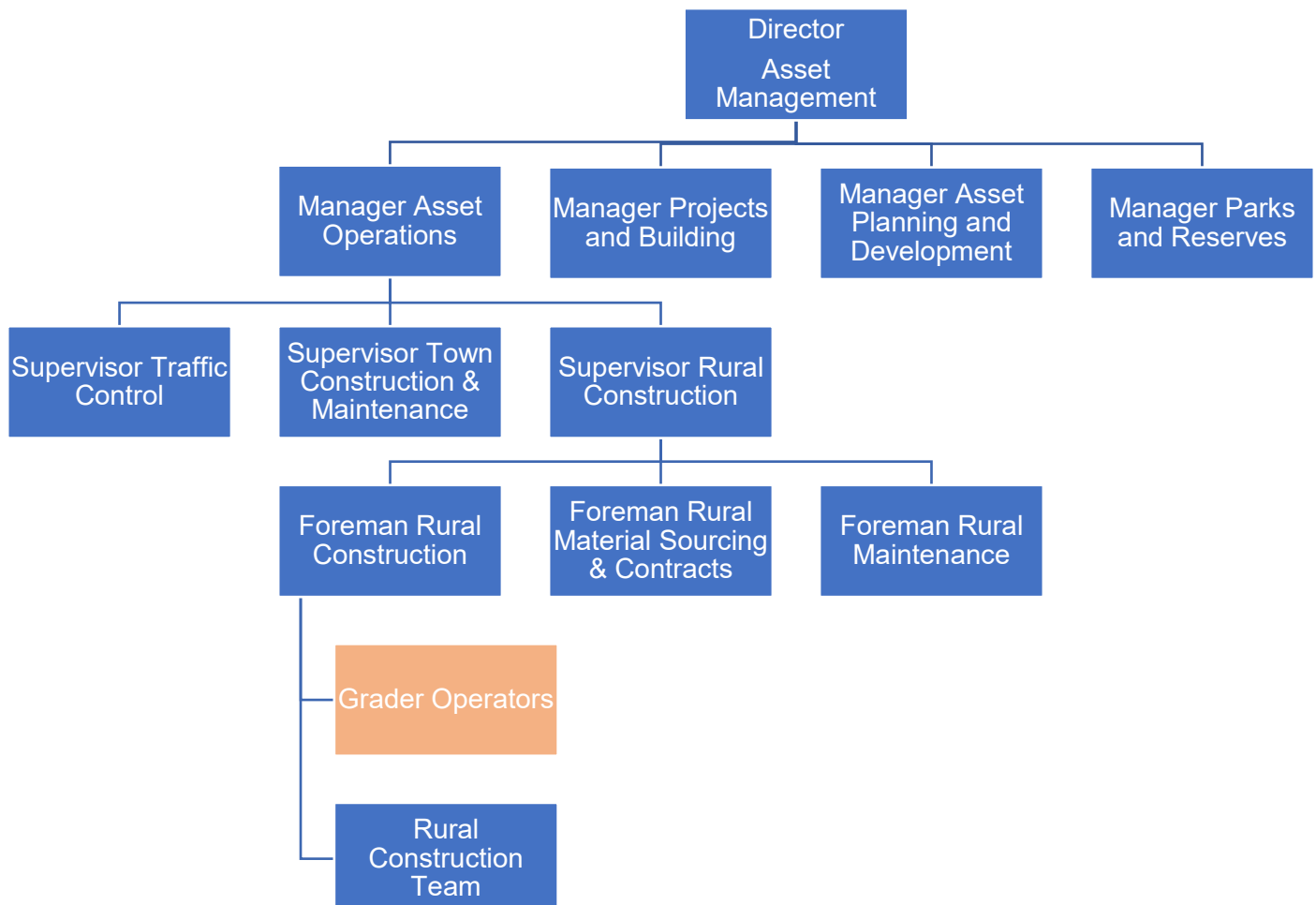
☐ Casual

Hours Per Fortnight

Position Summary

To deliver high standard roads and infrastructure to the residents of the Shire of Esperance.

Organisational Structure External Services



Specific Accountabilities of the Position

- Undertake construction grading operations.
- Perform work with limited supervision and direction.
- Lead and provide direction to a small team of employees and/or contractors monitoring the quality and standard of work.
- Exercise skills and knowledge in construction activities.
- Monitor, maintain and construct council infrastructure and roads as required.
- Maintain appropriate documentation as directed by the Supervisor Rural Construction or Foreman Rural Construction.
- Maintain all associated plant & equipment relative to position in compliance with operational practice.
- Provide on the job training as required in liaison with the Supervisor Rural Construction and Foreman Rural Construction.
- 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 driver's license.
2. Minimum three years continuous and competent experience operating grader.
3. Demonstrated experience and skills in road construction / maintenance or earthmoving environment.
4. Ability to work in a team environment.
5. Sound knowledge of Occupational Safety & Health requirements.
6. Demonstrated ability to work with limited supervision.
7. Physical fitness to undertake the inherent requirements of the job.
8. White Card – Construction Safety Awareness Training Card.

Desirable

1. Ability to grade to levels, water bind and final trim.
2. 'HC' class driver's license.
3. Basic worksite traffic management and traffic control accreditation.

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.