



Position Description

Position Title:	Leading Hand - Rural
Position Code:	5108
Basis of Employment	Full Time – 38 hour week
Classification:	Grade 8
Reports to:	Rural Operations Coordinator
Location:	Bland Shire Depot Chauvel Street, West Wyalong
Date Position Approved:	10 October 2016

Primary Purpose of the Position

Assist in the maintenance and construction of Councils infrastructure including but not limited to roads, parks, reserves, recreational areas, cemeteries, sewerage works, landfills and other infrastructure asset.

Primary Responsibilities

- Actively contribute to the team within the Directorate, promote best practice and maintain professional standards and integrity.
- Be knowledgeable in civil construction particularly roads and support the ordering of the correct plant, equipment and material for works.
- Supervise staff and provide guidance to contractors achieving high standard of work and quality results
- Assist/set-up of formwork, site preparation, remedial activities and general labouring duties ensuring effective use of labour, plant, equipment and materials
- Operate and maintain plant and equipment ensuring compliance with Council's standards, policies and procedures
- Undertake traffic control and implement traffic control plans improving service delivery
- Complete job specific documentation in a timely and accurate manner e.g. timesheets, incident reports improving level of compliance
- Work unsupervised contributing to the on-the-job decision making to provide smooth flowing tasks and increased efficiencies.
- Clean up and/or backfill works on completion of road construction and maintenance projects improving Council's service delivery
- Follow all Council WHS policies and procedures, work safely, report hazards and incidents and use PPE as required.
- Uphold Council's values by acting professionally, comply with all policies and procedures, supporting a safe, respectful and inclusive workplace and performing duties within your skills and responsibilities.
- Carry out other duties that are within the limits of employee's skills, competence and training.

Essential Criteria

- Driver's Licence Class "Heavy Combination"
- NSW Construction Induction "White" Card

WHS & EEO

- Demonstrates a strong commitment to WHS and EEO promoting a positive, safe and inclusive workplace that aligns with Council's values

Key Physical Requirements (Key = Occasional 1-33%, Frequent 34-66%, Constant 67-100%)

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| <ul style="list-style-type: none">• Occasional bending/stooping• Occasional Lifting/carrying up to 25kg• Occasional Confined space entry• Sun/UV exposure | <ul style="list-style-type: none">• Frequent sitting (driving)• Frequent bilateral gross hand manipulations.• Occasional climbing• Occasional Pushing/pulling |
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