

POSITION DESCRIPTION



TITLE	Water Truck Operator
DEPARTMENT	Road & Town Services
AWARD	Queensland Local Government Industry (Stream B) Award – State 2017
CLASSIFICATION	L5 – L6
REPORTING OFFICER	Immediate Supervisor
DELEGATIONS	As per Councils Register of Delegations

ORGANISATIONAL VALUES

Are the fundamental beliefs that define our culture and behavior, reinforcing our relations with each other and our community.

COMMUNICATION We are “HOT” Honest, Open & Two-way - It is the transaction of ideas, thought, information, facts & values between council, staff & community

FUN We laugh together, We work together - Work is only work if you make it so. In every job that must be done there is an element of fun.

POTENTIAL We encourage growth - Giving everyone a chance to reach their full potential is the best work anyone can do.

COURAGE We plan to succeed – Excuses for failure are not documented. Fear is not present because no one ever works alone. Change is constant, growth is optional

SAFETY We think, act & promote safety – Safety isn’t a slogan it is a way of life.

COMMITMENT We are passionate & engaged – Commitment ignites our actions and drives our performance. It fuels our passion for a job well done.

DEPARTMENT SUMMARY

To support the Road Services department to ensure services are delivered professionally, through technical understanding of engineering processes and ensure contracts and projects are scoped and delivered effectively.

OBJECTIVES

To provide specialist plant operation within the construction and maintenance areas for the Bulloo Shire Council. This Plant Operator is also required to cart water from the pick-up to the drop-off points & to assist with on the job training within the Road Services Department.

KEY RESPONSIBILITIES

Plant Operation

- Drive & Operate Councils machinery in line with Local, State & Federal laws & legislations.
- Transport finished water over land to and from distribution points.
- Inspect vehicles for mechanical items and safety issues and perform preventative maintenance.
- Plan routes and meet delivery schedules.

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- Regular on the spot inspections of Plant & Equipment.
 - Maximise the performance of plant operator's through the provision of on the job training and support to employees on Council's operational functions.
 - Assist in the implementation of correct plant operations and maintenance.
 - Oversee the maintenance of Plant and Equipment to ensure machinery is kept in good order and in accordance with the Operators' Manual, Council Procedures & good practice.

Other Duties

- Participate in training and development programs.
- Assist in the Implementation and delivery of in house training for correct operations of Council Plant & Equipment.
- Assist in the Implementation and delivery of in house training of correct maintenance and general care of Council Plant & Equipment.
- Work effectively as a team member to assist senior staff to continuously improve work processes and develop new practices as required
- To undertake other duties as directed, consistent with skills, competence and training.

Workplace Health and Safety

- Attend Toolbox Talks.
- All Bulloo Shire Council Workers are to comply with Bulloo Shire Council WHS Policies and Procedures, be proactive in the identification and management of hazards, consult and communicate with others and work in a healthy and safe manner.

REQUIREMENTS OF THE POSITION

NECESSARY SKILLS & EXPERIENCE (SELECTION CRITERIA):

(R) - Required / (D) - Desirable (training could be provided)

- Demonstrated time management skills to ensure planning and prioritizing of workload to meet deadlines **(R)**
 - Ability to recognise potential hazards that could be a risk to council employees or the general public **(R)**
 - Ability to work alone with limited supervision and as required, work cooperatively as part of a team **(R)**
 - Experience in filling up a water tank, as well as operation of a truck with water tank on **(R)**
 - Ability to reach objectives within a time frame **(R)**
 - Ability to supervise team members and other staff or casuals assisting the team and provide on-the-job training and guidance, as required **(R)**
 - Ability to communicate effectively and understand and follow written and verbal instructions **(R)**
 - Ability to work cooperatively with other team members **(R)**
 - Ability to resolve minor problems on the job **(R)**
 - Demonstrated high level of experience and understanding of operating and maintenance on plant **(R)**
 - General Construction Induction Card or a willingness to obtain this card before commencement **(R)**
 - "HC" Class Driver's License **(R)**
 - "MC" Class Driver's License **(D)**
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- Possession of current tickets but not limited to; Excavator, Backhoe Front End Loader, Roller, Grader & Forklift (D)

DUTY OF WORKERS

While at work, a worker must:

- (a) take reasonable care for his or her own health and safety; and
- (b) take reasonable care that his or her acts or omissions do not adversely affect the health and safety of other persons; and
- (c) comply, so far as the worker is reasonably able, with any reasonable instruction that is given by the PCBU to allow the person to comply with the WHS Act; and
- (d) co-operate with any reasonable policy or procedure of the PCBU relating to health or safety at the workplace that has been notified to workers.

DUTIES OF WORKER USE PPE

- (1) This section applies if a PCBU provides a worker with PPE.
 - (2) The worker must, so far as the worker is reasonably able, use or wear the equipment in accordance with any information, training or reasonable instruction by the PCBU.
 - (3) The worker must not intentionally misuse or damage the equipment.
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