

POSITION DESCRIPTION



TITLE	Roller Operator
DEPARTMENT	Road Services
AWARD	Queensland Local Government Industry (Stream B) Award – State 2017
CLASSIFICATION	LGEA 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 Engineering Management and Road and Town 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 Roller Operation within Road and Street Construction/Maintenance Projects and miscellaneous works for the Bulloo Shire Council.

The Roller Operator should complete work with a detailed knowledge of construction techniques in regard to Roller processes and communication in the aim to maximise performance of the crew. If the employee has relevant tickets to operate other pieces of plant, it is desirable that they can assist where reasonably practicable.

KEY RESPONSIBILITIES

Plant Operation

- Operate Councils’ machinery in line with Local, State & Federal Laws & Legislations with minimum supervision and as a part of a road construction/maintenance team.

- Ensure that all relevant WHS paperwork is being completed and assessed correctly before starting works.
- Ensure that correct signage is used in accordance with the Bulloo Shire Policy and relevant Standards.
- Complete daily pre-start spot inspections of Plant & Equipment and complete any maintenance or care as identified in accordance with the operators' manual, Council Procedures and good practice.

Other Duties

- Assist in the Implementation and delivery of in house training for correct operations, maintenance and general care of Council plant & equipment when required.
- Participate in training and development programs
- Work effectively as a team member to assist senior staff to continuously improve work processes and develop new practices as required.
- Ability and willingness to perform general laboring duties as instructed by your Supervisor, as well as other duties as directed as long as consistent with skills, competence and training.
- Ensure all timesheets are completed with correct plant recorded and hours specified.

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)

- Possession of current Roller Operator ticket or willingness to obtain **(R)**
- WH&S Competency Card for CPCCOHS1001A – Work Safely in the Construction Industry or 30215QLD – Course in General Safety Induction (Construction Industry), or a willingness to obtain this card before commencement **(R)**
- Demonstrated sound level of experience and understanding in operation and maintenance of Roller Operations **(R)**
- Up to date knowledge of construction and maintenance techniques and methods and ability to resolve minor problems on the job **(R)**
- 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 and communicate (written or verbally) as part of a team **(R)**
- "MR" class driver's license **(D)**
- Possession of current tickets, not limited to; Excavator, Backhoe Front End Loader, 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

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- (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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