

**A THRIVING REGION OF OPPORTUNITY WHERE OUR COMMUNITIES  
ENJOY A VIBRANT LIFESTYLE**

### Crew Leader - Asphalt

<b>Division</b>	Projects and Asset Services	<b>Department</b>	Asset Maintenance
<b>Reports To</b>	Supervisor Operations	<b>Direct Reports</b>	Yes

### Position Purpose

To lead a crew engaged in operational maintenance duties of council's road network through bitumen repair and patching to meet the needs and expectations of the broader Council community.

### Key Responsibilities and Outcomes

#### Operational

- Undertake direction from line supervisor in the allocation and delivery of assigned maintenance by leading a team of operational staff to deliver quality maintenance outcomes.
- Undertake general labouring on construction and maintenance projects as required, or directed by the supervisor, in an effective and timely manner.
- Develop and review plans and maintenance schedules and maintain associated records in a timely manner.
- Engage appropriately with a range of diverse internal and external stakeholders to ensure quality service delivery outcomes are achieved.
- Lead the work team to ensure that all plant and equipment is maintained functional and all safety related requirements are in place for use in accordance with Manufacturer's instructions, Council's Safety Policies and Procedures.
- Plan daily work, including measuring and calculating quantities of materials required, and maintain accurate and timely work records.
- Perform bitumen repair and patching duties, and general labouring on construction and maintenance projects as required, or directed by the supervisor, in an effective and timely manner.
- Identify roads/drainage infrastructure defects and their causes, and correctly identify materials and methods for repair of defects.

#### Values

At Moreton Bay Regional Council we are on a journey to creating a great culture. Our values shape the way we behave and how we interact with each other to deliver the best service to the community. The safety of you and the community is our number one priority and we are all responsible for creating an inclusive, safe workplace and protecting our environment. As a leader of people, you will take accountability for demonstrating the values, expectations and behaviours and enable my team members to do the same.



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## Decision Making

**Budget** - Nil

**Delegations** - Delegations under the *Local Government Act 2009* and as directed and published in Council's Delegation Register.

## Knowledge & Experience

- Demonstrated experience in the operation of a Flocon bitumen repair/patching unit, and knowledge of type and capability of other plant and equipment including hand tools.
- Solid level of communication skills, both written and verbal, to engage constructively with a range of internal colleagues and external residents and ratepayers.
- Sound level of experience in undertaking a range of manual operational tasks in an environment where safety is of high priority.
- Solid level of ability to undertake a range of administrative and technology activities in a manner that is appropriate in the relevance of this position.
- Sound level of experience in the day to day management of small teams in the delivery of operational activities.

## Qualifications

- Certificate III in Civil Construction or other relevant field is highly desirable. Qualification will be mandatory to progress through the Crew Leader Framework
- TMI Qualification.
- Current MR Class Driver's Licence.
- Construction Induction Card competency that has been used or obtained within the past 2 years.

*This position description reflects a summary of the key accountabilities of the position, it is not intended to be an all-inclusive list of duties, steps and tasks. Leaders may direct team members to perform other duties at their discretion.*