

# Role Description



**Position Title**      **Labourer Operations**

**Position Number**      **OPS219**

## **Purpose of Role**

Work across the region as a part of the Engineering, Construction and Maintenance Mobile Crew, carrying out tasks as directed by the supervisor and/or leading hand in a conscientious and efficient manner.

## **Specific Responsibilities**

Perform general labouring duties on construction and maintenance projects as requested by the supervisor or leading hand, and within the scope of this position, in an effective and timely manner.

Work with different crews across the region to cover staff leave and vacancies where required, ensuring a high level of service is maintained.

Perform work across parks, roads and drains operations. Duties may include parks/tree/roadside/infrastructure maintenance, natural areas operational works, basic concrete formwork/placement/finishing, laying pipes and installing/repairing signage and traffic control devices.

Maintain good working relations and deal cooperatively and professionally with staff and the public.

Securing of loads using ropes as well as the inspection and storage of slings.

Handling and the safe disposal of materials and waste.

Correctly use and maintain plant and equipment provided, including all personal protective equipment, in accordance with manufacturer's instructions, council's safety policy and procedures.

## **Work Experiences and Skills – essential**

Demonstrated relevant experience in a similar role or a role requiring a similar skill set.

Demonstrated experience in the use of relevant maintenance and construction equipment.

Demonstrated numeracy, written and verbal communication skills sufficient to undertake administrative duties necessary for the role, read safety instructions, plans, and to effectively communicate with the public and team members.

Sound experience in undertaking manual tasks in a safe conscious manner.

Demonstrated ability to work in a team environment.

## **Academic, Trade Qualifications and other Licences - essential**

Current MR class driver's licence.

Construction Induction Card competency that has been used or obtained within the past 2 years.

## **Recordkeeping**

In accordance with council's recordkeeping guideline, ensure that full and accurate records are made of all business transactions conducted on behalf of council and that these records are appropriately kept and stored in the appropriate corporate information management systems.

## Health, Safety and Environment

Ensure your safety and that of your work colleagues at work whilst complying with council's workplace health and safety policies, procedures and practices. At no time are you to perform work duties in an unsafe manner. You must always ensure all risks associated with your work tasks are identified and control actions are implemented before work commences.

## Work Location

You may be required to perform your role from any work location within the region.

## Diversity Undertaking

You may be required to perform duties outside the specific responsibilities within the limits of your skill, competence and training.

## Organisational Expectations

### Our mission

We will serve the community to create a region of opportunity and a vibrant lifestyle, while focussing on excellence and sustainability.

### Our values

Council proudly upholds the following values in its daily operations with customers, external partners and staff:

- Respect
- Service
- Integrity
- Teamwork
- Sustainability

Respect	Service	Integrity	Teamwork	Sustainability
<i>starting point</i>	<i>this is what we do</i>	<i>how we do it</i>	<i>working together</i>	<i>outcome</i>
<ul style="list-style-type: none"> <li>▪ We listen to people</li> <li>▪ We treat people fairly and consistently</li> <li>▪ We embrace diversity and opinions</li> <li>▪ We treat others as we wish to be treated</li> </ul>	<ul style="list-style-type: none"> <li>▪ We seek to understand the needs of those we serve</li> <li>▪ We strive to exceed expectations</li> <li>▪ We communicate clearly</li> <li>▪ We take a positive approach</li> <li>▪ We are proud to serve our community</li> </ul>	<ul style="list-style-type: none"> <li>▪ We are ethical and honest</li> <li>▪ We take responsibility for our actions</li> <li>▪ We act within statute and law</li> <li>▪ We take pride in the manner in which we perform our duties</li> </ul>	<ul style="list-style-type: none"> <li>▪ We promote a friendly, supportive work environment</li> <li>▪ We inspire and encourage innovation</li> <li>▪ We develop and maintain relationships</li> <li>▪ We work collectively to achieve common goals</li> <li>▪ We work collaboratively with our community and external partners</li> </ul>	<ul style="list-style-type: none"> <li>▪ We focus on the future</li> <li>▪ We respect the environment</li> <li>▪ We demonstrate leadership by example</li> </ul>