

# Role Description



**Position Title**      **Team Leader Construction**

**Position Number**      **RAD368**

## Purpose of Role

Provide efficient and effective management in the delivery of civil infrastructure projects undertaken by day labour (internal) construction crews, and other asset maintenance stakeholders

## Specific Responsibilities

- Lead a team in the delivery of a range of civil infrastructure construction projects providing leadership with respect to cost and quality control of projects, workplace health and safety compliance, environmental management, provision of construction input, planning and programming of works and staff supervision.
- Provide technical input into the resolution of construction problems while liaising with project owners and other stakeholders.
- Maintain and review systems and procedures, performance measures and evaluation of work practices to improve the performance of the construction crews under this positions control.
- Ensure the application of modern civil engineering principles and practices.
- Project management and contract management of projects ensuring project variations are identified, raised, and submitted for approval in a timely manner.
- Undertake regular site inspections to monitor project progress and ensure the compliance of works in accordance with Council's inspection test plan, specifications and standards and identify, raise and approve (within authority limitations) non-conformances as per quality system.
- Provide leadership with respect to driving a customer focused culture within the Construction unit.

## Work Experiences and Skills – essential

- Demonstrated experience in the project management of civil infrastructure projects and/or supervisory experience in a day labour construction environment.
- Well-developed knowledge of relevant construction materials, specifications and standards applicable to the successful delivery of projects under the positions control.
- Demonstrated ability to lead a number of crews to achieve successful project outcomes.
- Sound financial and cost control skills.
- Proficiency with Microsoft programs and an ability to develop proficiency in the use of Council's software programs.

## Academic, Trade Qualifications and other Licences – essential

- Tertiary qualification in civil engineering, civil construction management or other relevant field.
- Construction Induction Card competency that has been used or obtained within the past 2 years.
- Current C class driver's licence.

## 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

