

## CASUAL PLANT OPERATOR ROADS

### **THE JOB:**

Operate plant and equipment safely and consistently undertake road construction and maintenance works to the standard required.

### **ABOUT US:**

We are committed to providing a welcoming workplace where everyone feels respected, safe, and supported. This means we value team players with a positive attitude, respectful behavior and a keenness to learn.

### **IF YOU HAVE SKILLS THAT MATCH OUR JOB, AND:**

- Take pride in your work
- Enjoy being part of a team
- Have laboring or plant operator experience
- Have a Class MR Driver licence (Manual)

### **THEN WE WILL OFFER YOU:**

- 1 week off, every 4th week
- Hourly Rate \$38.00(gross)
- 11.5% Superannuation
- Additional allowances if you're camping out

The Application Pack is on our website: [www.bourke.nsw.gov.au/council/positions-vacant](http://www.bourke.nsw.gov.au/council/positions-vacant).

### **LIKE MORE INFORMATION?**

Please contact  
Coordinator Road Operations, Chris Morrall,  
on 02 6830 8000 or  
[jobs@bourke.nsw.gov.au](mailto:jobs@bourke.nsw.gov.au)



**Work in Bourke!**  
[www.visitbourke.com.au](http://www.visitbourke.com.au)



**BOURKE  
SHIRE  
COUNCIL**

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<b>Position</b>	Plant Operator Roads
<b>Reports To</b>	Team Leader Roads
<b>Department</b>	Road Infrastructure
<b>Band/Level</b>	B2 / L1
<b>Grade</b>	3
<b>Date Revised</b>	April 2024

This position description broadly describes the accountabilities, duties and conduct of an employee of Bourke Shire Council. The role will evolve and change over time, in line with the changing strategic and operational requirements and outcomes of the organisation.

### **Primary Purpose**

Operate plant and equipment safely and consistently undertake road construction and maintenance works to the standard required.

### **Council Values**

Council's values of Openness, Honesty, Respect, Accountability, Objectiveness, Leadership, Selflessness and Integrity guide the decisions, actions and conduct of all employees.

### **Core Accountabilities**

- Ensure a safe working environment by taking accountability for own actions and complying with Council's WHS policies and procedures.
- Undertake the safe operation of Council's plant for the maintenance and construction of roads, paved areas, drainage facilities and similar, including but not limited to excavation, cut and fill, grade to line and level and final trim.
- Ensure that all works are completed in accordance with relevant specifications.
- Train and mentor other plant operators in the use of the Grader and other plant as required.
- Complete paperwork (including timesheets) accurately and within required timeframes.
- Ensure safe work practices including the development and implementation of safe work method statements, risk assessments, injury and incident reporting and any other work health and safety requirements/obligations under the Work Health and Safety Act.
- Ensure consistent delivery of the highest level of customer service.
- Operate small plant and equipment following safe work practices and procedures and in accordance with operating instructions.
- Undertake general labouring duties following safe work practices and procedures including but not limited to, pothole patching, sealing, erection of erosion and sediment control, excavation and spreading of material, monitor and maintain stockpiles.
- Control traffic at worksites, including the placement of signs, lights and barriers in accordance with relevant legislative requirements and standards.

- Maintain plant in a reliable, tidy and safe manner, including minor maintenance such as fuelling, tyre replacement, fluid levels, cleaning, lubrication and greasing, and advising repair and maintenance needs to the workshop.
- Contribute to the performance of Council: leading by example, demonstrating professional conduct, making the best use of knowledge, experience and skills, and being accountable for the decisions made.

The employee is required to undertake any other duties, projects or tasks as directed by the Manager/ Supervisor, which are within his/her skills, competence and training.

The employee is to comply with the organisation's Code of Conduct, policies, and procedures (as varied from time to time) and undertake training and development to maintain up-to-date skills, knowledge, and qualifications.

**Essential Criteria**

1. WHS General Construction Induction (White) card.
2. Willing to gain experience in road and drainage construction, civil maintenance and an understanding of road engineering work methods used on civil projects (condition of employment).
3. Willing to gain experience and certificate of competency in the safe operation of plant including but not limited to backhoe, skid steer, excavator, grader, front end loader (condition of employment).
4. Proven commitment to work as a member of a team and contribute to team goals.
5. Ability to carry out duties safely and efficiently with minimum supervision.
6. Current MR licence (manual).
7. Ability to work and live remotely (roster system).

**Desirable Criteria**

1. First Aid Certificate.
2. Traffic Controller certification.
3. Implement Traffic Control plans certification.

Date:

Agreed:

\_\_\_\_\_  
Employee Name (please print)

\_\_\_\_\_  
Employee Signature

# APPLICATION FORM

## Plant Operator Roads

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Contact number: \_\_\_\_\_

(If you have a resume, please include it with the application form)

### Please answer the following questions.

1. What experience do you operating backhoe, skid steer, excavator, grader, front end loader?

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2. What skills do you have that match this job?

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3. How do you make sure you keep yourself and other safe at work?

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**Put a tick in the box if you have the following and make sure you include a copy of your ticket or licence with your application.**

<input type="checkbox"/>	WHS General Construction Induction (White) Card	<b>Essential</b>
<input type="checkbox"/>	MR Driver Licence (Manual)	<b>Essential</b>
<input type="checkbox"/>	Experience with: <input type="checkbox"/> Roller <input type="checkbox"/> Grader <input type="checkbox"/> Other plan (please list)	<b>Essential</b>
<input type="checkbox"/>	First Aid	Desirable
<input type="checkbox"/>	Traffic Controller certification	Desirable
<input type="checkbox"/>	Implement Traffic Control plans certification	Desirable

**Give us the name and contact details for 2 work referees**

**Referee 1**

Name: \_\_\_\_\_

Contact number: \_\_\_\_\_

**Referee 2**

Name: \_\_\_\_\_

Contact number: \_\_\_\_\_

**Submit your application**

Mark your application "Attention HR Manager" and submit it by:

1. Emailing it: [jobs@bourke.nsw.gov.au](mailto:jobs@bourke.nsw.gov.au)
2. Posting it: Bourke Shire Council, PO Box 21 Bourke NSW 2840
3. Delivering it: 29 Mitchell Street Bourke NSW 2840