

Job Application Form – Plant Operator/Labourer (casual)

Human Resources



Enquiries: 1300 790 919

Address: PO Box 2292, YEPPOON QLD 4703

www.livingstone.qld.gov.au

PRIVACY NOTICE: Livingstone Shire Council is collecting the personal information you supply on this form for the purposes outlined in the Job Application Collection Notice which is a part of the Application Kit. Your personal details will not be disclosed to any other person or agency external to Council without your consent unless required or authorised by law.

Please complete this Form ensuring that you answer ALL questions and attach it to your resume.

Position Applying For:	Plant Operator/Labourer (Casual - reference #3728)	
Surname:		
First Name[s]:		
Preferred Name:		
Title:	<input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other _____	
Home Address:	Street:	
	Town/City:	
	State:	Postcode:
	Country (if not Australia):	
Postal Address: [if different]		
Email Address:		
Contact Telephone:	Home:	Work:
	Mobile:	
What is the best method of contacting you?	<input type="checkbox"/> Home <input type="checkbox"/> Work <input type="checkbox"/> Mobile <input type="checkbox"/> Email	
How did you find out about this position:	<input type="checkbox"/> The LG Job Directory	<input type="checkbox"/> Council's Internet website
	<input type="checkbox"/> Seek	<input type="checkbox"/> Facebook
	<input type="checkbox"/> Word of Mouth	<input type="checkbox"/> Other <i>[please specify]</i> _____
Are you an Australian Citizen?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	If no, do you have a working visa? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Are you a current LSC Employee?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Have you been previously employed with Local Government?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	Which Council have you previously worked for? _____	

Employment Details
Most Recent Employer:
Employment Dates:
Role/Duties:
Reason for Leaving:
Previous Employer:
Employment Dates:
Role/Duties:
Reason for Leaving:
Previous Employer:
Employment Dates:
Role/Duties:
Reason for Leaving:
Previous Employer:
Employment Dates:
Role/Duties:
Reason for Leaving:

SC 1: Please tick to indicate you possess the following mandatory tickets/licences and; attach legible copies with your application.

- Ability to legally operate a skid steer loader and excavator.
- Hold or have the ability to successfully obtain 'load and unload plant' competency.
- A current MR class motor vehicle licence.
- General Construction Induction (White Card).

Please outline your extensive experience in the operation of plant.

SC 2: Please describe below what is required for a pre-start inspection of plant.

SC 3: Please detail below, your experience and skills working in civil construction.

SC 4: What Workplace, Health and Safety practices do you believe are relevant to this position?

SC 5: Can you describe a time when you have had to work as part of a team to complete a team goal?

Please advise of any other certificates/tickets you may have:
Please attach copies with your application.

- Backhoe Grader
- Roller
- Front End Loader
- Working at Heights
- First Aid
- Confined Spaces / breathing apparatus
- Implement Traffic Management Plan (formerly Traffic Management Level 2)
- Cert III in Construction
- Qld Traffic Controller licence
- SWNELP
- Other _____
- _____
- _____

Referees (must be previous employers): To: provide supervisors you directly reported to.

Name:	Name:
Organisation:	Organisation:
Contact Details:	Contact Details:

Do you acknowledge and agree to the collection and disclosure of your personal information, as outlined in the “Job Application Collection Notice”, which is a part of the Application kit?

Yes

No

PLEASE NOTE: YOUR APPLICATION CANNOT BE PROCESSED WITHOUT YOUR CONSENT



Plant Operator/Labourer

POSITION DESCRIPTION

Position Numbers:	3728
Portfolio:	Infrastructure
Business Unit:	Construction and Maintenance
Team:	Urban Operations
Position Status:	Casual
Classification:	QLGIA (Stream B) Level 5
Reports To:	Supervisor Urban Operations (2894)
Revised:	August 2024

General Position Statement:

This position supports Council's direction by undertaking a wide range of plant operation and labouring tasks as part of a multi-disciplined team that is responsible for the construction and maintenance of Council's infrastructure assets in accordance with recognised standards.

You will have demonstrated labouring experience in a similar role, with the ability to operate various plant / equipment relevant to construction and maintenance of roads, including traffic control procedures, kerb and gutter, footpath, concrete drainage etc.

You will be an effective and positive team member with ability to work within a high-performing team who are focussed and dedicated to safe work practices.

Specific Responsibilities:

This position has the following responsibilities:

1. Operate, conduct servicing, and basic maintenance of various types of Council's heavy earthmoving equipment and trucks.
2. Undertake all maintenance and construction tasks associated with Council's infrastructure assets.
3. Undertake general labouring duties including general civil construction work, pipe laying and concreting.
4. Read and carry out basic instructions and make simple reports.
5. Operate and maintain small plant, machines and hand tools.
6. Report any defects or problems to supervisor, e.g. equipment or safety concerns.
7. Act as a role model for Council's Values and Behaviours at all times and display a high level of professional and ethical conduct.
8. Refer matters that may impact upon the business, Council and employees to the relevant Supervisor or Manager.
9. Undertake other relevant duties as directed, consistent with skills, competence and training.





Position Requirements:

Skills/Competencies

1. Demonstrated extensive experience in the operation of the required plant and maintenance of plant, preferably in the civil construction industry.
2. Ability to undertake a range of construction and maintenance tasks with general supervision.
3. An understanding of the basic requirements of civil construction and maintenance.
4. A working knowledge of the requirements for small plant, machinery and hand tool operation and maintenance, including two-way radios.
5. Good general knowledge of the methods of concrete construction, pavement construction and pipe laying.
6. Must have a reasonable level of numeracy and literacy in order to read and carry out basic instruction and make simple reports.
7. Sound skills in safe work practices including risk assessments and the ability to follow WH&S procedures and policies.
8. Must be capable of and committed to working harmoniously and productively in a diverse and multi skilled work team.

Mandatory Qualifications, Licences and Experience

1. Ability to legally operate Skid Steer Loader and Excavator.
2. Hold or have the ability to successfully obtain 'Load and Unload Plant' competency.
3. Construction Industry Induction (White Card).
4. Possess and maintain a current "MR" class motor vehicle driver licence.

Desirable Qualifications, Licences and Experience

1. Ability to legally operate frontend loader, backhoe/loader and roller
2. Experience in a local government environment.
3. Possess and maintain a current Queensland Traffic Controller licence.
4. Appropriate licences and experience in other plant operations in addition to your primary plant or truck.
5. Traffic Management Implementation (formerly Traffic Management Level 2).
6. First Aid Certificate.
7. Confined Space Certificate.
8. Certificate III in Construction
9. Authorised Person for Safe Work Near Exposed Live Parts (SWNELP).





Actions

1. **Values and Behaviours** – Behaviour aligned with Council's Values and Behaviours.
2. **Customer Service** – Focus on our customer/s needs.
3. **Code of Conduct** – Behaviour aligned with Council's Code of Conduct.
4. **Safety** – Carry out your duties in a safe manner.
5. **Project Management** – Commit to Council's Project Management ethos.
6. **Human Rights** - Respect, protect and promote human rights in your decision-making and actions.

Physical Requirements

1. Ability to work in an outdoor environment.
2. Ability to legally operate a motor vehicle under a "MR" Class Licence.
3. Ability to complete a satisfactory Functional Capacity Evaluation.
4. Provision of a satisfactory Criminal History Check - Police Certificate (Australia Wide Name Only Police Check).
5. Ability to undertake an assessment to verify competency to operate plant, vehicles and/or machinery relevant to the role.
6. Ability to be immunised against Hepatitis A&B and Tetanus.
7. The work is intermittently heavy, with periods of prolonged standing, stooping and crouching. The tasks must be performed meticulously and accurately.

While all attempts of mechanisation have been implemented to limit manual handling, awkward work postures do exist whilst performing the inherent tasks of this position.

This position is classified as medium work. The Dictionary of Occupational Titles defines medium work as: "exerting 9 kilograms to 23 kilograms of force occasionally, or 4.5 kilograms to 11 kilograms of force frequently, or greater than negligible up to 4.5 kilograms of force constantly to move objects. Physical demand requirements are in excess of those for light work".

During the course of normal duties incumbent may be required to perform:

- Constant dynamic standing/walking;
- Walking uneven ground;
- Climbing ladders; climbing in and out of trenches; climbing in and out of vehicles and plant machinery;
- Frequent bilateral forward reaching;
- Carrying and handling items up to 25kg occasionally and 35 kg rarely in the case of the whacker packer;
- Repetitive and sustained bending and stooped positions;
- Working in awkward postures, and occasionally in confined spaces;
- Constant handling of equipment, tools and materials;





- Constant static and dynamic balance.


Delegations and Authorisations:

Financial, Administrative and HRM Delegations may be applicable to this position and are detailed in the Delegations Corporate Register.

Legislative Sub-Delegations and Authorisations may also be applicable to this position and are detailed in the external public registers. Both registers are available on Council's knowledge library.

Acknowledgement:

This Position Description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of employees assigned to the role.

Authorised By:	General Manager Infrastructure
Signature:	
Date:	10 September 2024
Present Incumbent:	
Signature:	
Date:	





TEAMWORK

- We are one Council, working seamlessly across the organisation to deliver the best outcomes for our community.
- We involve others to design solutions and inform decisions.
- We openly share knowledge and information.
- We care about each other and ask for, and accept, support when needed.
- We resolve issues and conflicting priorities in an open and constructive way.



COMMUNITY

- We are one community and make decisions with our whole community in mind.
- We engage with and listen to our community to understand their needs.
- We support our community to develop resilience and sustainability.
- We effectively and efficiently deliver high quality products and services.
- We respond quickly and constructively.



ACCOUNTABILITY

- We own our actions, successes and failures, and ensure we implement lessons learned.
- We take personal responsibility for everyone's safety.
- We manage and use Council's resources effectively and efficiently.
- We make and communicate decisions and rationale in a timely and inclusive manner and act with transparency.
- We are diligent in delivering on our commitments, and communicating issues early.



POTENTIAL

- We focus on being the best we can be and in-turn inspire others.
- We will be open to change and will pursue opportunities.
- We will continually seek to improve how we do things and build upon each other's ideas.
- We make time to seek and provide feedback to support each other.
- We encourage and support innovation and initiative.



POSITIVITY

- We inquire with curiosity, actively listen to others and are open to new perspectives.
- We approach issues looking for solutions.
- We remain calm and respectful when working through difficult situations.
- We focus on being open and adaptable.
- We invest in our physical and mental wellbeing.