



POSITION DESCRIPTION

Position Title	Roller Operator and All-Rounder
Department	Works Department
Position Status	Permanent Full Time – 80 Hour, 9 Day Fortnight
Award	Works Staff Enterprise Bargaining Agreement 2021
Classification	Level 4 / Level 4A
Reports To	Leading Hand and Works Manager
Delegations and Authority	As per Council's Delegation of Authority Register and within established guidelines, procedures and policies of Council.

OBJECTIVES OF POSITION

As part of the Works team, ensure works are carried out efficiently, effectively and economically and in accordance with any safe operating procedures currently in place in relation to:-

- Operating a tractor and tow-behind roller combination, or a self-propelled compaction roller;
- Road maintenance and construction/ reconstruction; and
- Traffic control.

KEY DUTIES AND RESPONSIBILITIES

- Construction and maintenance of roads infrastructure;
- Safely and efficiently operate Council's plant, including but not limited to roller, truck, loader, roller, backhoe, excavator on road construction and maintenance activities and projects as required;
- Ensure correct signage is used in accordance with current regulations;
- Perform daily maintenance on plant, carry out minor maintenance and cleaning and ensure liaison with the Mechanic in respect to repairs required; and
- Perform other routine duties as required within the Construction/Maintenance crew, as directed by the Works Manager or Leading Hand.

REQUIREMENTS

Skills and Experience

- Ability to communicate effectively and professionally with colleagues and the public;
- Ability to perform labouring type works including lifting, digging, pushing and pulling; and
- Previous experience in a similar position operating a roller is desirable.

Knowledge

- Operation of plant and road construction; and
- Correct manual handling techniques.

Qualifications

Essential

- Hold a current “HR” class or higher, motor driver’s licence.

Desirable

- Basic Worksite Traffic Management and Traffic Controller.

WORKPLACE SAFETY AND HEALTH

The following are your responsibilities to ensure that a safe and healthy work environment is maintained:

- Undertake duties with compliance to WHS Act, WorkCover Code of Practice and Shire’s Policies and Procedures;
- Working safely at all times to protect your own health and safety, and the health and safety of everyone with who you work, and any other person at the worksite;
- Actively participate in risk assessments to ensure high risk activities are identified and controlled. Suggest improvements where required;
- Identify and report workplace hazards and follow all reasonable directions from supervisors with regard to safety; and
- Use personal protective equipment as directed by the employer.

EQUAL EMPLOYMENT OPPORTUNITY

The following are your responsibilities to ensure that an equal employment opportunity environment is maintained:

- Treat all work colleagues equally, in a non-discriminatory manner and with consideration and respect in accordance with the Code of Conduct; and
- Undertake equal employment opportunity training provided by Shire of Narembeen.

ACKNOWLEDGEMENT

I hereby agree to abide by all Council’s corporate requirements including policies and procedures and acknowledge that this position description outlines the overall responsibilities and duties that are to be carried out as part of this role of which I agree to perform to the best of my ability.

Signature of Employee	
Name	
Date	

Position Description Review

Arthur Cousins, Works Manager
September 2023