



<p style="text-align: center;">POSITION DESCRIPTION ROLLER DRIVER/ALL-ROUNDER</p>

1. TITLE

Roller Driver/All-Rounder

2. LEVEL

Shire of Narembreen Works Staff Enterprise Bargaining Agreement

3. DEPARTMENT/SECTION

Works Department

4. POSITION OBJECTIVES

4.1 Objectives of Position

Roller driving a tractor and tow behind roller or self-propelled compaction roller. Parks and garden maintenance, whipper snipping, raking and mowing and traffic control.

4.2 Within Department

Liaise with the Works Manager regarding safety and operation matters and day to day requirements.

4.3 Within Organisation

Assist in the provision of a professional maintenance service throughout the Shire of Narembreen.

5. REQUIREMENTS OF THE POSITION:

5.1 Skills

- Basic written and verbal communication skills.
- Basic numeracy skills including the ability to use these skills with money, weight, volume and distance measurements.
- Developed problem solving skills.

5.2 Knowledge

- Good knowledge of daily maintenance requirements for graders and general plant.
- General knowledge of Occupational Health, Safety & Welfare policies within the workplace.

5.3 Experience

- Experience on construction & general grader work.
- High School education; or up to one month related experience or training; or equivalent combination of education and experience.
- Previous Local Government experience.

5.4 Qualifications and Training

- Current HR Class Driver's Licence

6. KEY DUTIES & RESPONSIBILITIES

- Driving of tractor or self-propelled rollers.
- Carry out operation of plant as allocated in a capable and efficient manner to reflect credibility of the organisation at all times.
- Perform daily maintenance on plant, i.e. inspection of water and oil levels, tyres and lights.
- Carry out minor maintenance and cleaning and ensure liaison with the Plant Mechanic in respect to repairs required.
- Responsible for cleaning tractor or self-propelled roller at the Depot wash down facilities.
- Take reasonable care to ensure personal safety and health at work and that of other persons in the workplace.
- Observe all safe working practices as directed by the Works Manager and use of personal protective equipment as provided.
- Report all accidents, incidents and hazardous situations arising in the course of work.
- Perform other routine duties as required within the Construction/Maintenance crew, as directed by the Works Manager or Leading Hand.
- Physical Requirements: ability to use hand tools such as binders & chains, shovels, rakes, brooms, hand sprayers & kanga hammers to assist with culvert construction, bitumen seal works & pavement level checks.

7. ORGANISATIONAL RELATIONSHIPS

7.1 Responsible to:

- Works Manager
- Construction/Maintenance Leading Hand

7.2 Supervision of:

No supervision of staff in this position.

7.3 Internal and External Liaison

Internal

- Leading Hand
- Mechanic
- Other Works Staff

External

- Liaise with members of the general public
- Contractors

8. EXTENT OF AUTHORITY

Works under direct supervision.

9. SELECTION CRITERIA

9.1 Essential

- Basic written and verbal communication skills.
- Basic numeracy skills including the ability to use these skills with money, weight, volume and distance measurements.
- Developing problem solving skills.
- Good knowledge of daily maintenance requirements for Prime Mover and trailers
- General knowledge of Occupational Health, Safety & Welfare policies within the workplace.
- High School education; or up to one month related experience or training; or equivalent combination of education and experience.
- Current HC class driver's licence

9.2 Desirable

- Previous Local Government experience.
- HC Licence

10. Preparing Your Application

Applicants must demonstrate that they meet the Essential Selection Criteria above.

Your application should include the following documents:

- Covering Letter
- Resume
- Names of two referees with telephone contact details

11. Further Information

Further information may be obtained by phoning Works Manager, Arthur Cousins on T: 0429 647 330.

For information on the Shire of Narembeen and its facilities please go to: www.narembeen.wa.gov.au