



POSITION DETAILS

Position Title	Labourer/Plant Operator - Maintenance	Award	QLD Local Government
Location	Cunnamulla	Classification	Level 2
Department	Infrastructure	Employment Type	Full Time
Reports to	Town Ganger	Duration	Ongoing

PAROO SHIRE COUNCIL

Paroo Shire covers 47 633 sq. km and is located in South West Outback Queensland. The region incorporates the towns of Cunnamulla, Yowah, Eulo and Wyandra, with Cunnamulla being the hub of the Shire and centrally situated on the crossroads of the Balonne and Mitchell Highways. The shire has a vast cultural diversity within its vibrant rural communities and has a population of approximately 1600. Cunnamulla, meaning “long stretch of water”, gets its name from the picturesque Warrego River which meanders past the town and is a popular spot for fishing and water sports.

The Paroo Shire has a diversity of landscapes situated in the Mulga lands bio-region of South West Queensland. It is an area rich in history, eco systems, flora and fauna. Main industries within the Shire are beef, goats, fat lamb and wool production, apiary, wildlife harvesting, Opal mining and the growing Tourism Industry.

Our Vision

Paroo Shire Council is committed to being progressive in thought and action, where our inclusive communities provide unique places for people to live visit and prosper.

Our Mission

To improve Paroo Shire’s assets and amenities, act as a custodian of culture and the environment, and foster sustainable development and innovation.

Our Values

In making and implementing our decisions we will be guided by the principles of integrity, efficiency and continuous improvement and exhibit the following values:

- P – Pride**
- A – Accountability**
- R – Respect**
- O – Open and Transparent**
- O – Opportunities for Employment**
- S – Safety**
- C – Commitment**

THE POSITION

Reporting to the Town Ganger, this role will provide a broad range of labouring and small plant operational support to the infrastructure of Councils Works Department. This position is responsible for delivering a consistent and professional service that meets the requirements of Council and our community and reflects the quality of services we aim to deliver.

KEY RESPONSIBILITIES

- Undertake general labouring duties including, but not limited to, lawn maintenance, gardening, manual handling, rubbish collection, bitumen patching, street sweeping, laying pavers and concreting maintenance of parks and gardens within the Shire.
- Undertake all maintenance and construction tasks as directed, associated with the Council’s infrastructure and facilities including maintenance and construction of assets.
- Operate vehicles, machines and hand tools which you’re qualified and competent.
- Complete all relevant safety documents as required, including but not limited to; Plant prestart inspections, SWMS, SOP’s, Risk Assessments, JSA’s, Take 5’s and Hazard Inspections.
- Provide high quality works that conform to required specifications and/or works practices.
- Be committed to working with site supervisors to achieving high quality work in a timely manner and within budgetary constraints.



- Follow all procedures relating to your work correctly.
- Consistently complete allocated tasks within agreed timeframes.
- Undertake other tasks up to and including your competency and level.
- Actively participate in identifying, recommending, developing and implementing measures through which allocated tasks and responsibilities may be carried out more effectively and efficiently.
- Demonstrate a commitment to Workplace Health and Safety, Council's Code of Conduct and demonstrate appropriate behaviour for a public sector employee.
- Present to work in a fit manner with a strong commitment to punctuality.

KEY SKILLS, EXPERIENCE AND QUALIFICATIONS

Essential

- Demonstrated experience operating and maintaining a wide range plant and equipment and be capable of carrying out physical requirements of this position including manual labouring as required.
- Flexibility to work hours as operationally required to complete works and the ability to work with minimal supervision when necessary.
- The ability to communicate effectively in order to understand, follow and execute verbal and written instructions.
- Basic literacy and numeracy skills to ensure an understanding of and compliance with Council's Code of Conduct, Workplace Health and Safety and Anti-Discrimination policies and the ability to complete timesheets, job cards, defect reports.
- Hold a current MR Drivers licence
- Hold or have the ability to obtain a range of tickets including, but not limited to; Backhoe, Front End Loader, Skid Steer.

Desirable

- Current Traffic Controllers Ticket, Excavator, Roller, Grader and Forklift and HR or above Driver Licence
- This position operates from Council's Depot in Cunnamulla; however, you will be required to travel both within, and occasionally outside of, the Local Government Area and work outside of standard business hours.

MANDATORY REQUIREMENTS

Remaining compliant with legislation and Paroo Shire Council Policy you will be required to provide a current National Police Check, and have a Pre-Employment Health Assessment if you are successful in your application.

APPROVAL OF POSITION DESCRIPTION

Position Description Approved by: **Cassandra White, Chief Executive Officer, Paroo Shire Council**

Sign

Date **2nd October 2020**

ACCEPTANCE OF POSITION DESCRIPTION

Sign

Date