

## POSITION DESCRIPTION

<b>POSITION TITLE</b>	<b>PLANT OPERATOR</b>
DEPARTMENT	Infrastructure
POSITION LEVEL	4.1
POSITION REPORTS TO	Manager Strategic Infrastructure
TENURE	Works Coordinator
CERTIFIED AGREEMENT	Full-time Permanent (76 hr fortnight)

The Nhulunbuy Corporation is a not-for-profit entity that receives its authority from an agreement with Rio Tinto Alcan Gove to manage the township of Nhulunbuy, the nearby Industrial Estate, and the Gove Airport.

The Nhulunbuy Corporation's primary responsibility is to provide Municipal services to Nhulunbuy residents, businesses, and ratepayers. This position is offered as an ongoing permanent position. It is a requirement for all employees to work within the organisation's values and core outcome areas.

Nhulunbuy Corporations Values	Nhulunbuy Corporation Key Outcome Focus Areas
Honesty	Engaged Community
Integrity	Efficient Service
Respect	Effective Teamwork
Equality	Strong Leadership
Diversity	

## ROLE OBJECTIVES

To be a key member of the Nhulunbuy Corporation's Infrastructure team with primary responsibility for:

- Driving and operating plant and equipment including road sweeper, rigid tipper trucks and civil sized earthmoving plant, tractor & slasher, Ride-on mowers.
- Assisting with civil and building construction.
- Undertaking maintenance and labouring works
- Assist with the maintenance of the Nhulunbuy Town Centre.

## KEY ROLE OUTCOMES

Work as part of a small team as well as independently and have the ability to manage the day-to-day safety, environment, and security aspects of the Works Depot in accordance with regulations and ensure Nhulunbuy Corporation Limited (NCL) policies and procedures are implemented and enforced.

## WORK DUTIES

The position description does not act to limit or set specific duties required to fulfil this role, this document serves to describe the role and outline the required outcomes and to set expectations.

All employees are required to have a flexible approach to their work, including undertaking work duties which may fall outside those required of this role. All employees must comply with reasonable and lawful directions.

The position shares responsibility for after hours on-call such that the infrastructure team provides a 24hr/7day response to infrastructure related matters and may require some after-hours/paid overtime.

## WORK HEALTH & SAFETY

- While at work, take reasonable care for the health and safety of all persons who are at your place of work and who may be affected by your acts or omission at work.
- Follow all WHS policies, procedures, and practices.
- Be a team player and maintain a realistic level of industrial harmony.
- Follow policies, procedures and practices that do not discriminate against individuals in employment or education based on race or ethnicity, sex, marital status, pregnancy, sexual preference, disability, age and religious or political affiliation.
- Uphold NCL's policies regarding the Corporation's vision, goals, interpersonal relationships, and Code of Conduct.

## RESPONSIBILITIES

Undertake tasks as directed by the Works Coordinator and Manager Strategic Infrastructure.

This includes but is not limited to:

- Civil works such as the construction and maintenance of road works, pathways, stormwater, water supply, buildings and sewerage reticulation and treatment systems
- Labouring works and projects
- Concreting
- Maintenance and construction of parks and reserves
- Maintenance of the Nhulunbuy Aquatic Centre
- Waste collection and disposal
- Town Centre maintenance
- Nhulunbuy Cemetery – Digging of Graves, Burials, Mowing, maintenance etc.
- Plant & Vehicle cleaning, checks, minor maintenance (pre-starts).

Provide training to other employees, where requested.

Work effectively in a team environment, always demonstrating respect and engagement, as well as a commitment to bettering Nhulunbuy and its adjoining leased lands.

Maintain a positive attitude and flexibility to meet the demands of changing works priorities at short notice.

## QUALIFICATIONS/LICENCES REQUIRED

### ESSENTIAL

- A sound understanding of occupational health and safety requirements within the workplace.
- Current NT Driver's Licence (minimum MR).
- Accredited training and experience in operating a Backhoe and Loader.

- Three (3) years' relevant experience working in a labouring, construction, or maintenance environment.
- Experience and competence in the operation of a wide range of plant items.
- Ability to work unsupervised and/or work well in a team environment.
- Committed to adhere to the Nhulunbuy Corporations Code of Conduct and all other policies and procedures.
- Ability to work efficiently outdoors in a hot and humid environment.
- Construction White Card.
- Competent in the safe use of hand and power tools.
- Previous experience in the preparation and completion of concreting works.
- Ability to complete administrative tasks as required i.e. Timesheets, Leave Forms, JSA's, Take 5's.

**DESIRABLE**

- Accredited Chainsaw and Chemical Handling Training.
- High Risk Licence for Forklift, EWP, and Working at Heights.
- Experience in hydro-excavation.
- Previous experience in operating a tractor/slasher, ride-on mowers in public areas would be highly regarded.
- Current First Aid Certificate.
- Traffic Management accreditation.
- Accredited training and experience in other relevant construction plant.

**SIGNATURES**

Employee Name	
Employee Signature	
NCL Representative Name	
NCL Representative Signature	
Date	