



Position Description – Concrete Ganger		
Job Title Labourer	Reports To Works Supervisor	Supervisory Responsibilities Nil
Applicable Award Local Government (State) Award 2017		
Overall purpose of the position This position is responsible for the provision of manual duties in Council’s works programs. All positions within the Operations Department involve multi-skilling and the interchange of duties when and where required.		
Tasks and responsibilities <ul style="list-style-type: none"> • Work with other staff in Council’s operations team to achieve a high level of service. • Operate and maintain small plant and equipment. • Participate in the construction and maintenance of roads, including traffic control procedures, kerb & gutter, footpath, concrete drainage etc. • Record information clearly and concisely to ensure accuracy. • Provide effective customer service to both internal and external customers. • Participate as a member of Council’s multi-skilled Workforce and undertake other duties as required. • Comply with Council’s WHS procedures at all times. • Ensure that the work undertaken as part of this position complies with Council’s quality and environmental procedures and objectives. 		

All positions in the Works Section of Council involve multi-skilling and consequently the interchange of duties where and when required for the effective operation of the Department. The duties described above are indicative of the primary duties that a person appointed to the position would be expected to perform and should not be regarded as the sole duties applicable to the position.

Requirements of the Role.

Essential

- OH & S Induction for Construction Work (Green Card)
- Current Class C Driver's Licence
- Traffic Controllers Certificate
- Effective written and oral communication skills.
- Ability to operate and maintain small plant and equipment.
- Relevant past experience.
- Good numeracy and literacy skills.
- OH & S Induction for Construction Work (Green Card)
- Class C Driver's Licence

Desirable

- Cert III Civil Construction Certificate III in Civil Construction (or willingness to undertake training)
- Apply Traffic Control Signage (Yellow Card)

Employment Declaration

- I agree with and understand the requirements of my employment, as detailed in this position description.
- I have had the opportunity to ask questions regarding the terms of my employment and have received satisfactory answers.
- I understand that the above position description describes the general nature of my employment, and that other duties may be required of me upon request.

- I understand that I will not be asked to participate in additional duties that are unreasonable, or outside of my capability and training.
- I understand that I will receive in-house training in aspects of my employment that I am not currently proficient, in order to satisfactorily meet the position requirements.
- I will take reasonable care for my own health and safety.
- I will take reasonable care for the health and safety of others.
- I will comply with any reasonable instruction given by Gwydir Shire Council.
- I will cooperate with any policies and procedures of the Gwydir Shire Council.
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Printed Name: _____

Signature: _____

Date: _____

Position: _____

Office Use Only

Prepared by:

Date:

Signature:

Position: