

Labourer (Casual)

POSITION DESCRIPTION



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| Position Number: | 3606 |
| Department: | Regional Services |
| Section: | Fitzroy River Water |
| Unit: | Mechanical, Electrical and General Maintenance |
| Position Status: | Casual |
| Classification: | Level 3 - Rockhampton Regional Council Certified Agreement 2022 – External Employees |
| Reports To: | Supervisor General Maintenance |
| Revised: | March 2025 |

General Position Statement

This position supports Council's direction by being responsible for undertaking a wide range of labouring tasks as part of a multi-disciplined team responsible for the construction and maintenance of the Council's water and sewerage infrastructure in accordance with recognised standards.

Performance standards and expectations relating to this position will be detailed in the individual performance plan.

Specific Responsibilities

The successful candidate must be able to fulfil the following position responsibilities.

- Undertake all maintenance and construction tasks associated with the Council's water and sewerage infrastructure, including maintenance and construction of assets.
- Lawn and grounds maintenance: includes use of ride on mower, push mower, whipper snipper, blower, cutting tools (pole saw, manual cutting tools, chainsaws etc), spreading of mulch and general upkeep of FRW grounds.
- Operating a forklift over uneven surfaces (gravel) for short periods to manoeuvre and position heavy parts and components.
- Spraying of weeds is conducted as required using either a knapsack or spray gun attached to the spray unit on the tray of the utility vehicle. Spraying can be performed for up to 6 hours per day.
- May be required to operate a boat to assist with upriver sampling and accessing the barrage gates.
- May be required to assist Fitters set up the appropriate equipment, prior to a worker accessing pits, dry wells or wet wells.
- Work safely at all times and complete all mandatory safety documentation for all tasks undertaken.
- Carryout any minor equipment/pump repairs and general tasks.
- Collection of parts and materials from outside sources.
- Complete work order documentation on jobs for Council's Asset Management System.
- Provide assistance to trades staff to ensure the activities are carried out in an efficient manner.
- Report any defects or problems to supervisor, e.g. equipment or safety concerns.
- Refer matters that may impact upon the business, Council and employees to the relevant Supervisor or Manager.
- Undertake other relevant duties as directed, consistent with skills, competence and training.

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Position Requirements

Your suitability for this role will be assessed against the following competencies.

Skills/Competencies

- Ability to undertake a range of construction and maintenance tasks on water and sewerage infrastructure with general supervision.
- An understanding of the basic requirements of civil construction and maintenance.
- A working knowledge of the requirements for small machinery and hand tool operation and maintenance, including two-way radios.
- Basis knowledge of pump and small machinery maintenance tasks.
- Must have a basic level of numeracy and literacy in order to read and carry out basic instructions and make simple reports.
- Must be capable of working harmoniously and productively in a diverse and multi-skilled work team.
- Communicate Effectively – Ability to communicate with others verbally and in writing to meet requirements of the role.
- Teamwork and Collaboration – Ability to work together with others to achieve common goals both within immediate team and teams across Council.
- Deliver Excellent Customer Service – Ability to meet customers' expectations around safety, time, cost and quality.
- Adaptable to change – Ability to adapt to changing work environments, technology, work priorities and organisational needs.

Qualifications

- Hold a Construction Industry Induction (White Card).

Desirable Qualifications and Experience

- Appropriate licences and experience in plant operation.
- First Aid Certificate.
- Ability to legally operate under an "MR" Class Licence.
- Confined Space Certificate.
- Working at heights Certificate.

Behaviours

- *Customer Service* – Ensure that you are focused on our customer/s when carrying out your responsibilities.
- *Safety* – Carry out your duties in a safe manner whilst ensuring the safety of your team members and customers, in accordance with Council's Health and Safety Duty Statements and associated safety policies / procedures.
- *Code of Conduct* – Ensure that your behaviour is aligned with the Code of Conduct.
- *Council Values* – Ensure that your behaviour is aligned with the values statement adopted by Council.
One Team, Accountable, Customer Focused, Continuous Improvement and People Development

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Position Requirements

- Ability to work in an outdoor environment.
- Ability to legally operate a motor vehicle under a “C” Class Licence (minimum provisional).
- A willingness to undertake a Functional Capacity Evaluation to satisfy the inherent physical requirements of the position.
- A willingness to undertake a worker’s claim history check to satisfy the inherent physical requirements of the position.
- Provision of a satisfactory Criminal History Check - Police Certificate (Australia Wide Name Only Police Check).
- Ability to be immunised against Hepatitis A&B and Tetanus.

Delegations and Authorisations

Financial, Administrative and HRM Delegations may be applicable to this position and are detailed in the Delegations Corporate Register.

Legislative Sub-Delegations and Authorisations may also be applicable to this position and are detailed in the external public registers. Both registers are available on Council's Intranet.

Acknowledgement

This job description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of employees assigned to the role.

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| Authorised By: | Manager Fitzroy River Water |
| Signature: | |
| Date: | |
| Employee Name: | |
| Employee Signature: | |
| Date: | |