



## POSITION DESCRIPTION

### Landfill Operator

<b>Position Title</b>	<b>Plant Operator/Labourer - Landfill</b>
<b>Position Number</b>	<b>3017</b>
<b>Directorate</b>	<b>Works and Environmental Services</b>
<b>Reports To</b>	<b>Operations Manager</b>
<b>Award Level</b>	<b>3 – 5 (Dependant upon qualifications and experience)</b>

### Position Objective

The purpose of this position is to ensure safe, efficient and environmentally sustainable operation of the Cloncurry Landfill in accordance with Site Based Management Plans, site approvals and legislative requirements. Work across all teams and functions within the Works Directorate as required.

### Key Responsibilities

The following outlines key responsibilities of the position, but is not all encompassing:

- Construction and maintenance of the site including cells, internal roads, firebreaks, bund walls, drains and leachate ponds;
- Daily pushing, compacting and covering of waste;
- Monitoring and maintenance of segregated waste and storage areas;
- Controlling and directing public and any contractors operating on site;
- Ensuring all waste entering site meets waste acceptance criteria and is sorted in the appropriate streams;
- Document all waste entering the site;
- Implement control measure for the reduction of hazards such as vermin, dust, noise and windblown litter;
- Maintenance of fence lines;
- Perform pre-operational inspections on plant and equipment;
- Opening and securing the site prior to and post dedicated hours of operation;
- Assist the Operations Manager and the Land & Environmental Supervisor with investigations and implementation of improvements as required;
- Be conversant with the Site Based Management Plan and Environmental Authority conditions for the operation of the site;
- Maintain housekeeping (keep site office and toilet clean);
- Maintain records through accurate data entry for End of Month reporting;
- Work effectively in a team setting;
- Ability to perform overtime and weekend work as rostered;
- Perform labouring activities, including grass cutting, mowing, pothole patching, general labouring with other teams within the Works Directorate as required;
- Perform plant and machinery operation within level of competency with other teams within the Works Directorate as required;
- All other duties and tasks as requested within the scope of the position.

## Key Attributes and Experience

- Possess strong customer service, interpersonal communication and conflict resolution skills;
- Have experience in the operation of various earthmoving equipment, HR/HC/MC trucks, or other civil construction equipment;
- Possess understanding of environmental impacts;
- Possess demonstrated capability to complete assigned works within allotted timeframes to a high standard;
- Have the ability to work both independently and within a team environment participating as a team player;
- Possess demonstrated literacy and numeracy skills with the ability to complete forms in both paper and electronic formats;
- Commitment to continuous improvement processes;
- Knowledge of operations of local government works and/or civil construction or the proven ability to quickly acquire such knowledge;
- Sound understanding of Workplace Health & Safety practises.

## Qualifications

- Possession of a current unrestricted C class drivers licence is mandatory;
- Possession of a Construction White Card prior to commencement;
- Possession of current LL (loader) competency;
- Possession of current LR (compactor) competency;
- Experience in Local Government or in a civil construction environment would be highly desirable.

## Workplace Health and Safety Obligations for Employees and Officers

All Cloncurry Shire Council employees have an obligation to uphold workplace health and safety when working for the Council. Under Section 28 of the Work Health and Safety Act 2011("Act") an employee shall:

- take reasonable care for his or her own health and safety; and
- take reasonable care that his or her acts or omissions do not adversely affect the health and safety of other persons; and
- comply, so far as the worker is reasonably able, with any reasonable instruction that is given by the person conducting the business or undertaking to allow the person to comply with this Act; and
- cooperate with any reasonable policy or procedure of the person conducting the business or undertaking relating to health or safety at the workplace that has been notified to workers.

All employees of the Cloncurry Shire Council will be required to uphold the obligations mentioned above. Additionally, any specific workplace health and safety issues that pertain to the type of work being performed including due diligence as outlined under section 27 of the Act.



# Remuneration Schedule

## Landfill Operator

### REMUNERATION SCHEDULE – SALARY AND CONDITIONS

#### Landfill Operator

This schedule commences from \_\_\_\_\_ and remains in force unless varied in accordance with the provisions of the contract, Certified Agreement, Award or by agreement in writing between the employee and Council.

The remuneration package will be inclusive of the following: -

1. Commencement salary shall be between \$47,511 and \$49,081 per annum which is based between classification 3 and 5 of the Certified Agreement.
2. Remote Area Housing Assistance allowance paid in addition to the salary as per the Certified Agreement and Council Policy (currently \$30 per week pro rata).
3. Local Government Industry Allowance paid in addition to the salary, as per the Certified Agreement (currently \$30 per week).
4. Five (5) weeks annual leave per annum (plus 17.5% leave loading) is available subject to sufficient accrual of entitlement and usually becomes available after 12 months of service. Annual leave as provided in accordance with the Certified Agreement.
5. Provision of a Rostered Day Off (RDO) each month, subject to sufficient accrual of entitlement. Accrued RDO's at any one time should not exceed five (5) days. Rostered days off as provided in accordance with the Certified Agreement.
6. Ordinary hours of work are 38 hours (40 hours less 2 hours towards the accrual of a monthly RDO). These are usually worked Monday to Friday, with 20 minutes paid morning tea break and 60 minutes unpaid lunch break. Additional **overtime hours** to be worked as per roster.
7. The Council will make compulsory superannuation contributions on the employee's behalf to the Local Government Superannuation Scheme in accordance with the requirements of the *Local Government Act 2009*. The current rate is 9.5% of ordinary earnings. The employee will be liable to make contributions to the Local Government Superannuation Scheme in accordance with the requirements of the *Local Government Act 2009*. This involves the Council making a further contribution of 2.5% of the value of the employee's salary where the employee contributes 6% of the value of the employee's salary. The extra 6% employee contribution is voluntary at commencement but becomes compulsory after 12 months of employment.
8. Uniforms and protective clothing are to be provided in accordance with the relevant Council policies.
9. Other conditions as per Council's Certified Agreement and the Award.