



POSITION DESCRIPTION

Title:	Labourer
Reports to:	General Manager or delegate
Level:	Local Government Employees Award State Level 2/3

COUNCIL VALUES

Honesty & Integrity

Being honest with our community and colleagues, and treating them with respect, fairness, trust and consistency

Innovation & Continuous Improvement

Striving for excellence through best practices, creativity and new ideas.

Transparency & Accountability

Providing open and transparent practices and accountable governance.

Diversity

Respecting social, cultural, economic and environmental diversity.

Open Communication

Assuring timely and effective communication with our community and throughout the organisation.

Leadership, Engagement & Fair Representation

Providing effective leadership to ensure Council's actions best reflect community aspirations.

POSITION OBJECTIVE:

The Labourer will be responsible for assisting the supervisor in carrying out construction tasks associated new works, rehabilitation, replacement, upgrading maintenance.

KEY RESPONSIBILITIES:

1. Undertake general labouring work associated with construction and/ or maintenance activities
2. Apply skills in risk management in relation to threats to safety, quality and the environment
3. Follow Workplace Health and Safety work practices as directed
4. Able to work a reasonable amount of overtime as required
5. All other duties as directed by the supervisor

GENERAL DUTIES

Abide by the Workplace Health & Safety Act and Regulations and the provisions outlined in Council's Workplace Health and Safety Policy, namely:

Employee Obligations:

A worker has the following obligations at the workplace:

1. Comply with instructions given for workplace health and safety at the workplace by your employer
2. Use personal protective equipment if provided and properly instructed in its use
3. Not to wilfully or recklessly interfere with or misuse any workplace, health and safety equipment
4. Not to wilfully place at risk the workplace health and safety of yourself or any person at the workplace
5. Attend training as directed

Employer Obligations:

1. Central Highland Regional Council has an obligation to ensure the workplace health and safety of each of the employer's workers at work.
2. Central Highland Regional Council has an obligation to ensure the workplace health and safety of the company and others is not affected by the way the Council conducts the Council's undertaking.

REQUIREMENTS OF THE POSITION:

(a) Skills

- Ability to work under general direction
- Sound interpersonal and human relationship skills

(b) Knowledge

- Prior knowledge of Local Government policies, practices, producers and governance or ability to quickly acquire this knowledge
- Working knowledge of construction and maintenance techniques
- A basic knowledge of operational practices associated with the relevant work area
- Knowledge of Workplace Health and Safety issues, duties and responsibilities

(c) Experience

- General experience as a labourer, preferably in the area of construction and/ or maintenance type activities

(d) Qualifications

- Current General Safety Induction card (Construction Industry Blue Card)
- Current C class open drivers licence (desirable)
- Any other licences will be of an advantage

(e) Personal Attributes

- Communicate in an appropriate and effective manner, consistent with the requirements of the position, to enhance the image of Council
- Contribute to improved organisational effectiveness, by respecting other employees, by acting honestly and with fairness, and by working to achieve Council's team objectives.

(f) Training

- Training will be provided as required

ORGANISATIONAL RELATIONSHIP

(a) Reports To

- General Manager or Delegate

(b) Supervises

- N/A

EXTENT OF AUTHORITY

- Freedom to act within defined/established Guidelines and Council's Policies

EMPLOYEES CONSENT

I have read, understood and accepted the responsibilities of this position with the Central Highlands Regional Council and agree to the conditions of employment.

Employees signature: Date:

GM/CEO's signature: Date: