



POSITION DESCRIPTION

Plant Operator

Incumbent:	VACANT
Department:	Infrastructure
Reports to:	Capital & Civil Works Coordinator
Employment Status:	Fulltime
Award Classification:	Band 3
Prepared by:	Human Resources Lead
Approved by:	Chief Executive Officer

Position Summary

The Plant Operator contributes to the delivery, maintenance and renewal of Council's civil infrastructure assets through the safe, effective, and efficient operation of plant, equipment and heavy vehicles.

The position supports the construction and maintenance of roads, drainage systems, concrete infrastructure and associated assets that enable safe and reliable public infrastructure for the community. The role is responsible for delivering high-quality outcomes while maintaining a strong commitment to safety, environmental responsibility, teamwork and customer service.

Key Responsibilities

- Contribute to the construction, maintenance and repair of Council's roads, drainage, concrete and associated infrastructure assets.
- Undertake allocated works in accordance with approved standards, specifications, work programs and supervisor directions.
- Safety and competently operate plant, machinery, equipment and heavy vehicles required for infrastructure construction and maintenance activities.
- Conduct routine inspections and pre-start checks, ensuring plant, equipment and vehicles are maintained in a safe and serviceable condition.
- Report defects, maintenance requirements, hazards and work issues to the relevant supervisor.
- Work cooperatively with supervisors and team members to deliver infrastructure maintenance and construction activities.
- Maintain professional and respectful interactions with community members, contractors and other stakeholders.
- Comply with occupational health and safety requirements, Council policies, procedures and legislative obligations.
- Identify and report hazards, incidents and near misses, and contribute to maintaining a safe workplace.
- Support environmentally responsible work practices in accordance with Council requirements.
- Use Council's asset and works management systems, including Confirm, to record completed works, report defects, update asset information and support the effective delivery of Council services.
- Maintain regular attendance and actively participate in performance review, feedback, coaching and development discussions to support accountability, continuous improvement and the achievement of role expectations.
- Perform all duties in accordance with occupational health and safety requirements, Council policies and relevant legislation.
- Undertake other duties within the scope, skills and accountability of the position.



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Accountability & Extent of Authority

- Accountable for the safe and effective operation of assigned plant, machinery, vehicles and equipment.
- Responsible for completing allocated work to the required quality and within established timeframes.
- Undertake duties in accordance with established procedures, standards, policies and supervisory direction.
- Responsible for identifying and reporting hazards, defects, incidents and work issues.
- Accountable for maintaining a safe and compliant work environment and contributing to workplace safety.

Judgement & Decision Making

- Applies established work practices, procedures and safety requirements to day-to-day activities.
- Exercises judgement in assessing worksite conditions and selecting appropriate methods for undertaking allocated tasks.
- Identifies and responds to routine operational issues within established guidelines.
- Recognises hazards and assesses risks associated with work activities.
- Refers matters outside established procedures or authority to the relevant supervisor.

Specialist Knowledge & Skills

- Practical knowledge of civil construction and maintenance activities, including roads, drainage and concrete works.
- Demonstrated ability to safely operate plant, machinery, equipment and heavy vehicles relevant to the position.
- Understanding of workplace safety requirements and safe operating procedures.
- Ability to undertake routine plant inspections and identify maintenance requirements.
- Basic understanding of asset maintenance and infrastructure service delivery activities.

Interpersonal Skills

- Ability to communicate effectively and professionally with supervisors, team members, contractors and members of the public.
- Ability to work cooperatively as part of a team to achieve work goals.
- Demonstrated ability to follow instructions and carry out allocated tasks.
- Commitment to maintaining positive workplace relationships and a respectful work environment.
- Ability to provide courteous and responsive customer service when interacting with the community.

Qualifications & Experience

- Current Victorian Heavy Rigid (HR) driver licence.
- Construction Induction (White Card).
- Traffic Management accreditation.
- Level 2 First Aid (or ability to obtain).
- Relevant plant operation licences, tickets or competencies.
- Experience operating plant, machinery and equipment in a civil construction, infrastructure maintenance or similar environment.
- Experience undertaking road, drainage, concreting and associated civil works.
- Demonstrated commitment to safe work practices and working effectively within a team environment.



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Key Selection Criteria

1. Practical knowledge and experience in road, drainage, concreting and associated infrastructure works.
2. Commitment to workplace safety, demonstrated through the application of safe work practices, hazard identification and risk awareness.
3. Ability to work collaboratively within a team environment and contribute to the effective delivery of operational work programs.
4. Effective communication and customer service skills, with the ability to interact professionally and respectfully with internal and external stakeholders.
5. Demonstrated ability to undertake routine plant inspections, maintain equipment in a serviceable condition and use relevant technology and systems to support operational activities.

Position Approval

	Signed	Date
Acknowledged by Employee		
Approved by the HR Lead		
Approved by the Chief Executive Officer		