

SHIRE OF KENT

Position Description

Role title:	Maintenance Grader Operator
Department	Infrastructure
Level:	Level 4 <i>Shire of Kent Outside Workforce Enterprise Agreement 2021</i>
Position Objective:	To undertake maintenance grading and general road maintenance activities to support the safe and efficient operation of the Shire of Kent's road network and associated infrastructure.
Stakeholder Engagement:	As part of the Works team, the role works collaboratively with other team members to construct and maintain Shire roads and infrastructure. Externally, the role may be required to assist members of the public with queries and provide guidance to Shire contractors.
Direct Supervisor:	Team Leader - Maintenance
Direct Reports:	Nil
Total Number of Reports:	Nil

Acknowledgement	
<i>Employee Signature</i>	<i>Date</i>
<i>Manager Signature</i>	<i>Date</i>
<i>HR Signature</i>	<i>Date</i>
Date position registered	

Key Responsibilities

- Operate and maintain a road grader for routine maintenance grading works.
- Undertake road construction and maintenance activities as directed.
- Operate other plant and equipment as required.
- Ensure that all roadside safety procedures are observed and that machinery is in safe working order.
- Assist in inspection, repair or replacement of any roadside infrastructure as requested.
- Carry out basic daily maintenance and pre-start checks on plant and equipment.
- Assist with drainage, signage, gravel re-sheeting and other infrastructure maintenance works.
- Participate in overtime and emergency response activities when required.
- Maintain a safe and tidy work environment.
- Work cooperatively within a small team environment.
- Perform general labouring duties as required.
- Perform other reasonable duties as requested, within the scope of this position and in accordance with skills, knowledge and experience.

Selection Criteria

Essential:

1. Advanced level of experience to operate graders competently.
2. Advanced level of experience to operate other relevant plant used in road construction and maintenance.
3. Prior experience in traffic management.
4. Strong knowledge of civil engineering works and projects, including roads and drainage systems.
5. Commitment to workplace safety.
6. Good communication skills.
7. Ability to work independently and as part of a team.
8. Possession of a White Card, HR licence (HC or MC is preferred), relevant High-Risk qualifications and appropriate traffic management certificate.
9. Current National Police Clearance (NPC), dated within 6 months of commencement

Desirable:

1. Experience in local government road maintenance.
2. Plant operation tickets and machinery experience.
3. Basic mechanical knowledge.