

POSITION DESCRIPTION

Position Title: Senior Operator Sweeper	Position Number: MTC-6
Department: Engineering – Civil Maintenance and Construction	Accountable to: Supervisor Civil Maintenance and Construction
Level and Step:	Salary Range:
Responsible for the supervision of: No direct/indirect supervisory responsibilities	



Primary purpose of the position	his position is responsible for assisting in the cleaning and maintenance of roads, drainage, footpaths including dual use paths, within the City of Kalgoorlie-Boulder role as directed by the Manager Operations & Supervisor Civil Maintenance and Construction.	
Key accountabilities	<ol style="list-style-type: none"> 1. Operation of trucks, loaders, rollers and any other machinery as and when required. 2. Assist with street cleaning. 3. Other accountabilities as directed by the Manager Operations & Supervisor and/or the Supervisor Civil Maintenance and Construction. 4. Inspect structures and amenities and report any damage and hazards to the Supervisor promptly and make safe as instructed; 5. Adhere to all City of Kalgoorlie-Boulder policies and procedures, and ensure personal safety at work and that of others; 6. Pre-operation inspections and routine maintenance of all plant and equipment; 7. Implementation and maintenance of a safe working environment, promoting duty of care and a strong focus on safety; 	
Judgement & decision making	<ol style="list-style-type: none"> 1. Respond promptly to instructions and where necessary seek clarification to ensure effective completion of work. 2. Self-manage workload and apply good judgement and problem-solving skills to situations with guidance from the supervisor. 3. Apply legislation and Council policy direction to decision-making with guidance from the supervisor. 4. Work together effectively with supervisor/manager and team colleagues to develop efficient operational practices and standards. 5. Apply knowledge and skills to ensure consistent quality outcomes. 	
Outcomes / Key Performance Indicators (KPI's)	To be determined within 3 months of employment	
Skills, knowledge & capacity	<ol style="list-style-type: none"> 1. Experience in a similar position in roadworks construction and maintenance. 2. Good written and verbal communication skills. 3. Ability to work in a team environment. 4. Current WA "C" and "HR" class driver's licences (Manual). 5. Previous experience in operation of either loaders, rollers, backhoes or trucks. 6. Understanding of safe work practices. 7. Current satisfactory National Police Clearance; 	
City of Kalgoorlie-Boulder Values	Support	We will support each and every team member to work together, build relationships and deliver greater outcomes for our organisation and our community.
	Respect	We will treat our team members and our community with mutual respect and understanding.
	Fun	We will promote and value work-life balance, and create an environment that is rewarding and fulfilling.

	Recognise	We recognise and acknowledge all individuals and cultures and value their contributions to our organisation and the community that we serve.
	Connect	We work as one organisation that communicates openly, and actively connects with our teams, community and stakeholders.

POSITION DESCRIPTION AGREEMENT

The above stated is intended to describe the general nature and level of work performed by the employee assigned. It is not designed to be interpreted as a comprehensive list of duties and responsibilities of the position. The City of Kalgoorlie-Boulder reserves the right to amend responsibilities as required to meet business and operational requirements.

I, the undersigned, agree that the above position description including the key accountabilities, decision making and outcomes/key performance indicators are accepted as appropriate for the position.

Employee Full Name (please print): _____ Employee Signature: _____ Date: _____

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