



## Job Opportunity: Labourer/ Plant Operator – Works Department (Tambo)

**Council is seeking genuine and committed applicants** to join our Works Department in Tambo.

**Role Overview:** The successful applicant will be responsible for a wide range of labouring and plant operating tasks across all sections of our Works Departments.

### Benefits Include:

- ✚ Five (5) weeks annual leave;
- ✚ Rostered Day Off (RDO) every fortnight;
- ✚ Personal Protective Clothing;
- ✚ Up to 18% Superannuation Contributions (conditions apply);
- ✚ Entitlements under Councils Enterprise Bargaining Agreement

### Your Requirements:

- ✚ Construction Induction (White Card).
- ✚ C class drivers' licence.
- ✚ HR drivers' licence (preferred but not required).
- ✚ A positive and flexible approach towards a range of labouring and operating tasks.
- ✚ Be fit and healthy with the ability to work in summer conditions.
- ✚ Ability to follow detailed instructions and work unsupervised.
- ✚ Commitment to safe work practices.

Application forms are available on Council's website [www.btrc.qld.gov.au](http://www.btrc.qld.gov.au) Further information can be obtained by contacting Council's Group Manager, People, Culture & Safety on (07) 4621 6600 or via email at [peoplecultureandsafety@btrc.qld.gov.au](mailto:peoplecultureandsafety@btrc.qld.gov.au)

Application forms should be submitted in a sealed envelope marked:

### Private and Confidential

Labourer/ Plant Operator Application  
Blackall-Tambo Regional Council  
PO Box 21  
BLACKALL QLD 4472

**Applications close: Thursday 31<sup>st</sup> of July 2025 at 2.00pm**

*"Blackall-Tambo Regional Council is an Equal Employment Opportunity Employer"*

<b>POSITION:</b>	Labourer/ Plant Operator
<b>AWARD CLASSIFICATION:</b>	LGIA – state 2017 – Levels 5 - 8 (Stream B)
<b>REPORTS TO:</b>	As per Blackall-Tambo Regional Council Organisational Structure
<b>DEPARTMENT:</b>	Organisational Performance

#### OUR VISION

To be a progressive, liveable and sustainable region

#### OUR MISSION

To provide excellent service and leadership to our residents

#### OUR VALUES

<b>QUALITY SERVICE:</b>	Highest levels of service provided by Council to residents
<b>COMMUNITY ENGAGEMENT:</b>	Initiation and maintenance of open lines of communication with all stakeholders
<b>EQUITY:</b>	Provision of equal opportunities, fairness in decision making and the equitable distribution of resources
<b>INTEGRITY:</b>	Transparency and consistency when conducting Council Business
<b>COMMITMENT:</b>	Dedication to the community and continuous organisational improvement

#### POSITION OBJECTIVES

To contribute to the efficient and productive operation of Council undertakings with particular emphasis on the efficient and sage use of Council plant.

#### RESPONSIBILITIES AND DUTIES

- Under the direction of Supervisors, Foreman and the Group Manager of Roadworks, carry out a broad range of civil construction and maintenance tasks.

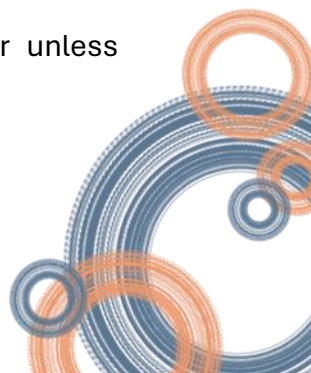
- Ensure that Council tools, equipment, machinery, and plant are kept in good working order, and are used in accordance with the operator's manual, Council guidelines and relevant legislation.
- Perform assigned tasks as an individual or as part of a team in an efficient and professional manner having respect for; colleagues, ratepayers, and members of the general public; Council plant, tools, equipment and machinery, externally hired plant and external contractor's materials
- Complete daily timesheets and other relevant documents as required by established or new Council procedures, recording work completed and maintenance undertaken, including consumables and parts used, in an accurate and comprehensive manner.
- Ensure that duties performed are in accordance with legislative requirements and that all relevant licences and documents are current and valid for the operation of machinery and the performance of specialised tasks.
- Deliver a range of highly skilled and specialist maintenance and construction activities including the operation and maintenance of plant, tools and equipment as required under general supervision in accordance with Council standards.
- Work under limited supervision.
- Ensure adequate resources are available for daily duties.
- Ensure that minimal resources are expended for the maximum beneficial effect upon behalf of Council.
- Correctly operate and maintain assigned plant and equipment under the general direction of the supervisor.
- Ensure Quality Assurance compliance in daily duties.
- Adhere to Council policies and procedures and actively follow safe work practices.
- Other duties as directed by the Group Manager of Roadworks.

## SKILLS, EXPERIENCE AND QUALIFICATIONS

- C Class Driver's license is a minimum.
- General Safety Induction (White Card).
- Proven ability to work within a team-based environment.
- Ability to work unsupervised and to follow detailed instructions.
- Working knowledge and proven commitment to safe work practices.
- Full licences and accreditations with relevant governing bodies for plant operations and specialised tasks.
- Working knowledge of Council operations and Quality Assurance principles.

## WORKPLACE PROTOCOL

- If illness occurs, staff should phone their supervisor preferably half an hour prior to the day's start.
- All works areas are to be kept in a clean and tidy manner.
- In all instances of overtime, no payment or time in lieu will occur unless authorised by the relevant Supervisor.



- All Council employees shall abide by and uphold Council's Code of Conduct and respect the image and ethos of Council, to provide superior services to our clients and community.
- Employees are to ensure that all licences are maintained and that they do not operate plant and equipment for which they are not licensed or competent. The Chief Executive Officer shall be informed within two working days upon loss, suspension, or expiry of any work-related licence.

## AUTHORITY

The employee has authority to adhere to all policy and procedures adopted by the Blackall-Tambo Regional Council and to operate within the scope of legislative requirements.

All contact with members of the public, government agencies, other internal and external clients and fellow employees shall be in good faith and in accordance with internal protocols within the work group and authority of the position.

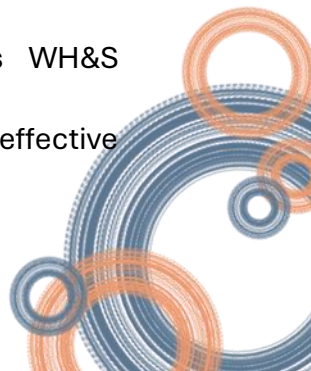
## WORKPLACE HEALTH AND SAFETY OBLIGATIONS

All employees have a legal obligation to comply with regulatory requirements and BTRC's SMS (*Blackall-Tambo Regional Council's Safety Management System*) incorporating WH&S policies, procedures, and work instructions. These are introduced to ensure the health and safety of employees, contractors, visitors, volunteers, the public and surrounding environment and remain compliant with Industry Benchmark Standards.

*The following statements apply to all employees, including permanent, part-time, and casual employees.*

Your responsibilities include:

- To comply with instructions given for WH&S at a workplace by the employer.
- Comply with the **health and safety duties and Duty of Care** requirements as specified  
Within the *Work Health & Safety Act 2011, Part 2*.
- Timely reporting all accidents, incidents, minor injuries, near misses and property damage  
(Within 24 hours) and assisting if required, with the investigation of all incidents in the workplace.
- A worker whose role requires the use of Personal Protective Equipment (PPE) will be provided the PPE by the Employer. After proper instruction on the use and care of the PPE the worker **MUST** wear and/or use the PPE supplied.
- Not to wilfully or recklessly interfere with, or misuse anything provided for WH&S at the workplace, including yourself.
- Adhere to the BTRC-SMS by remaining compliant to Council's WH&S Management Plan and completing relevant Monthly Action Plan items.
- Performing all work and associated functions in a safe, efficient, and effective manner.



- Complying with all documented WH&S policies, procedures, work instructions and verbal instructions issued by the organisation or its officers.
- Provide advice to ensure risk assessments are conducted and recorded for all identified hazards, or prior to the implementation of new work practices, hazardous substances, or plant. Also as required, assist, or participate in carrying out risk assessments on identified hazards.
- Identify hazards, conduct risk assessments, and implement corrective action to eliminate hazards where possible and/ or control risks in the workplace.
- To report hazards and risks in accordance with WH&S procedures.
- Establish and maintain a high standard of housekeeping within your individual work area(s) and within the Blackall-Tambo Regional Council's areas of responsibilities.
- Attend all toolbox, team talks and specific training (e.g., Take 5's etc.) as supplied and required by Blackall-Tambo Regional Council.
- Be familiar with the location of first aid kits, fire protection facilities and evacuation procedures.
- Report any WH&S concerns to your Supervisor, Workplace Health and Safety Representatives or Council's Workplace Health & Safety Officer.


## WORK ENVIROMENT AND PHYSICAL DEMANDS

- **Physical Demands**
  - Heavy Work (Frequent lifting/ carrying of objects weighing up to 20kgs).
- **Audio Visual Demands**
  - Peripheral Vision and Hearing
- **Specific Actions**
  - Standing/ Walking (1-4 Hours)
  - Sitting (Occasional)
  - Driving (6-8 Hours)
- **Repetitive Motions**
  - Simple Grasping
  - Fine Manipulation
  - Pushing & Pulling
  - Finger Dexterity
  - Foot Movement
  - Bending
  - Squatting
  - Climbing
  - Twisting
  - Reaching
- **Work Environment**
  - Chemicals
  - Cold
  - Dampness
  - Heat/ Humidity
  - Noise



## PERFORMANCE INDICATORS

All functions are performed within the appropriate standards set out under terms and conditions of employment as set out by Blackall-Tambo Regional Council and specifically within your performance agreement.

<b>Authority:</b>	CEO
<b>Signature:</b>	
<b>Date:</b>	17.07.2025
<b>Employee Name:</b>	
<b>Employee Signature:</b>	
<b>Date:</b>	

**“Exploring the past, Innovating the future”**

