

Truck Driver/ Labourer

POSITION DESCRIPTION

Position Number:	3046	Position Status:	Permanent Full Time
Portfolio:	Infrastructure	Classification:	QLGIA (Stream B) Level 6
Business Unit:	Construction and Maintenance	Reports To:	Supervisor Rural Operations (3031)
Team:	Rural Operations	Revised:	July 2026

Human Resource Delegation:	Band NIL	Financial Delegation:	Band NIL
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General Position Statement:

This position supports Council's direction by being responsible for undertaking a wide range of truck driving and labouring tasks as a part of a multi-disciplined team responsible for the construction and maintenance of the Council's infrastructure assets in accordance with recognised standards.

Specific Responsibilities:

This position has the following responsibilities:

1. Operate and conduct servicing and basic maintenance of Council's trucks.
2. Undertake all tasks associated with maintenance and construction of Council's infrastructure assets.
3. Undertake general labouring duties, including pipe laying and concreting.
4. Read and carry out basic instructions and make simple reports.
5. Operate and maintain small machines and hand tools.
6. Report any defects or problems to supervisor, e.g. equipment or safety concerns.
7. Act as a role model for Council's values and behaviours at all times and display a high level of professional and ethical conduct.
8. Ensure a safe, healthy and inclusive work environment by complying with workplace health and safety legislation, Council's WHS Responsibility Statements and relevant policies and procedures.
9. Maintain clear and accurate records that support effective service delivery and reflect Council's commitment to transparency and good governance.



10. Refer matters that may impact upon the business, Council and employees to the relevant Supervisor or Manager.
11. Undertake other relevant duties as directed, consistent with skills, competence and training.

Position Requirements:

Skills/Competencies

1. Possess appropriate licences and extensive experience in the operation and maintenance of plant preferably in the civil construction industry.
2. An understanding of civil construction and maintenance, including the operation and maintenance of small plant, machinery, hand tools, and communication devices such as two-way radios, alongside basic knowledge of concrete, pavement construction, and pipelaying methods.
3. Must have a reasonable level of numeracy and literacy in order to read and carry out basic instructions, make simple reports and work under general supervision.
4. Knowledgeable in safe work practices including risk assessments and the ability to follow WH&S procedures and policies.
5. Proven ability to work effectively within a multi skilled team.

Mandatory Qualifications, Licences and Experiences

1. Construction Industry Induction (White Card).
2. Possess and maintain a current Heavy Combination (HC) Class driver licence.
3. Hold or have the ability to obtain loading, unloading and restraining plant competencies.
4. Proven experience and capability to safely operate low loader and semi-tipper trailers.

Desirable Qualifications, Licences, and Experiences

1. Experience in a local government environment.
2. Appropriate licences and experience in plant operation.
3. Experience operating truck and dog trailer combinations.
4. First Aid Certificate.
5. Certificate III in Construction.
6. Traffic Management Implementation (formerly Traffic Management Level 2).
7. Authorised Person for Safe Work Near Exposed Live Parts (SWNELP).

Actions

1. **Values and Behaviours** – Behaviour aligned with Council's Values and Behaviours.
2. **Customer Service** – Focus on our customer/s needs.
3. **Code of Conduct** – Behaviour aligned with Council's Code of Conduct.
4. **Safety** – Carry out your duties in a safe manner.
5. **Project Management** – Commit to Council's Project Management ethos.



6. **Human Rights** – Respect, protect and promote human rights in your decision-making and actions.

Physical Requirements

1. Ability to work in an outdoor environment.
2. Ability to legally operate a motor vehicle under a “HC” Class driver licence.
3. Ability to complete a satisfactory Functional Capacity Evaluation.
4. Ability to undertake an assessment to verify competency to operate plant, vehicles and/or machinery relevant to the role.
5. Provision of a satisfactory Criminal History Check - Police Certificate (Australia Wide Name Only Police Check).
6. Must be available to work on-call if required
7. Ability to be immunised against Hepatitis A&B and Tetanus.
8. The work is intermittently heavy, with periods of prolonged standing, stooping and crouching. The tasks must be performed meticulously and accurately.

While all attempts of mechanisation have been implemented to limit manual handling, awkward work postures do exist whilst performing the inherent tasks of this position.

This position is classified as medium work. The Dictionary of Occupational Titles defines medium work as: “exerting 9 kilograms to 23 kilograms of force occasionally, or 4.5 kilograms to 11 kilograms of force frequently, or greater than negligible up to 4.5 kilograms of force constantly to move objects. Physical demand requirements are in excess of those for light work”.

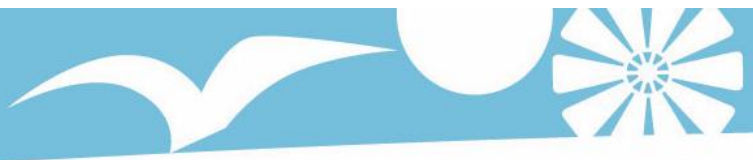
Main Postures observed: During the course of normal duties incumbent may be required to perform:

- Constant dynamic standing/walking;
- Walking uneven ground;
- Climbing ladders; climbing in and out of trenches; climbing in and out of vehicles and plant machinery;
- Frequent bilateral forward reaching;
- Carrying and handling items up to 25kg occasionally and 35 kg rarely in the case of the whacker packer;
- Repetitive and sustained bending and stooped positions;
- Working in awkward postures, and occasionally in confined spaces;
- Constant handling of equipment, tools and materials;
- Constant static and dynamic balance.

Delegations and Authorisations:

Financial, Administrative and HRM Delegations may be applicable to this position and are detailed in the Delegations Corporate Register.





Legislative Sub-Delegations and Authorisations may also be applicable to this position and are detailed in the external public registers. Both registers are available on Council's knowledge library.

