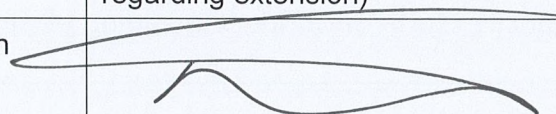


POSITION DESCRIPTION

P3030 -RWMF Indigenous Trainee Operator



Position title	Regional Waste Management Facility (RWMF) Indigenous Trainee Operator
Department	Technical Services Department
Position level	Level 5 (Municipal Employee) ASTC EA
Position number	P3030
Responsible to	Supervisor, Regional Waste Management Facility
Position status	12 Months Traineeship Full-time (to be reviewed at end of term regarding extension)
Position description approved	 Date: 16.09.24

Primary Objective

Ideal candidate will be a committed indigenous identified individual, eager to learn all aspects waste and recycling. Duties will include learning all areas and roles of the ASTC's Regional Waste Management Facility. This position will be tailored for everyone depending on existing skills and Licences.

Key Responsibilities

- Learn all areas of Waste and recycling at the Regional Waste Management including:
 - Tipshop
 - Transfer station
 - Weighbridge
 - Hazard waste
 - Salvaging
 - Recycling
 - Conversion of green waste to much
 - Granulation of plastics
 - Understand and adhere to licencing condition.
 - Yard maintenance
 - Potential machine operation (if able to obtain HR licence)
 - Water truck, Hook Truck, Tipper, Excavator, Loader, Compactor

POSITION DESCRIPTION

- Assist in organising stockpile and sort non-compactable waste (i.e. metal, concrete, salvageable goods for Rediscovery Centre)
- Ensuring all Risk assessments and prestart check lists on vehicles are completed.
- Keep accurate daily work records and report any issues including necessary repairs to the supervisor.
- Work safely following supervisors' instructions and Council policies and procedures.
- Potential to upskill if practicable with a Forklift Licence, First Aid Certificate, Light or Heavy Rigid Truck Licence. Including on site training.
- Behave according to Council's Code of Conduct including treating the general public with respect

Work Health & Safety (WHS) Responsibilities

- Take reasonable care for own health and safety.
- Take reasonable care to ensure team members actions or omissions do not adversely affect the health and safety of others.
- Comply with reasonable instructions and directions given by or on behalf of the employer on issues related to health and safety.
- Follow lawful and safe work practices, policies, procedures, guidelines and emergency procedures.
- Use all appropriate personal protective equipment, plant and vehicles in a safe manner
- Report hazards, accidents, incidents and near-misses to Manager/Supervisor as soon as practicable.
- Ensure adequate training, instruction and supervision are provided when new tasks or operation of new tools, plant or machinery is requested.
- Engage with management in the effort to eliminate unsafe work practices.

Organisational Values and Behaviours

- Uphold organisational values and behave according to Council's Code of Conduct, including treating other team members and the general public with respect.

Other Duties

- Perform other duties within capabilities and/or consistent with the level of this position as required.

Delegations

- Nil

POSITION DESCRIPTION

Supervisory Responsibilities

- Nil

Selection Criteria

Essential

1. Keen and Eager to learn all aspects of waste and recycling in central Australia, including customer service operations as well as potential machine operations. (subject to ability to obtain licencing)
2. Currently holding a Northern Territory (NT) drivers' licence, P's Included
3. Ability to perform pre-operational checks plus risk assessments and daily paperwork.
4. Ability to work under supervision, follow instructions, keep good work records and report any issues to Supervisor.
5. Ability to gain clear understanding of the WHS&W requirements of the position.
6. Ability to do physical work in a safe manner.
7. Ability to be respectful to the public and other Council employees.
8. Identifies as Indigenous Australian.
9. Ability to work in across cultural environment.

Desirable

1. Knowledge of waste vs recycling or civil experience
2. Heavy Rigid/ Light Rigid truck license or Forklift Licence.

ACKNOWLEDGEMENT

I have received a copy of this Position Description and have read and understand its contents.

Employee Name _____

Signature _____ Date _____