


POSITION DESCRIPTION

P3363- Mini Sweeper Operator



Position title	Mini Sweeper Operator
Designation	Level 7 (Municipal Employees) ASTC EA
Position number	P3363
Responsible to	Compactor Driver
Position status	Permanent Full-time
Position description approved	 Date: 19/07/2024.

Primary Objective

Carry out street sweeping and footpath scrubbing as well as a range of general maintenance activities.

Key Responsibilities

- Sweep bicycle tracks and footpaths as per weekly schedule
- Scrub footpaths as per weekly schedule
- Connect and disconnect brooms and scrubbing devices
- Operate and maintain equipment including a mini street sweeper and 6 tonne truck safely
- Undertake general maintenance, cleaning and labouring work
- Work unsupervised and follow instructions
- Keep accurate daily work records and report any issues including necessary repairs to the team leader/ supervisor
- Work unsupervised and follow instructions
- Work safely as part of a team following Council policies and procedures
- Behave according to the ASTC Code of Conduct including treating the general public with respect
- Relief Sweeper Driver as required
- Perform other duties as directed by the Supervisor

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.

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- 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.
- Maintain own health and safety and that of other people in the workplace or those who may be affected by the work being carried out.

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

Supervisory Responsibilities

- Nil

Qualifications

- Current NT MR Class Drivers Licence or equivalent.

Special Requirements

- This position may involve working on a 7 day rotating roster. Appropriate pay rates apply for work performed outside ordinary hours as per the current ASTC Enterprise Agreement.
- The position has potential weekend and "out-of-required hours" rostering requirements.

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Selection Criteria

Essential

1. Ability to safely operate and maintain mini street sweeper and a 6 tonne truck
2. Ability to perform general vehicle maintenance
3. Ability to undertake street cleaning, litter maintenance, cleaning out of side entry pits and spills
4. Ability to work unsupervised, follow instructions, keep good work records and report any issues to Supervisor
5. Ability to do physical work in a safe manner as part of a team.
6. Ability to be respectful to the general public and other Council employees
7. Current NT MR Class Licence or equivalent
8. Ability to work on a 7 day rotating roster

Desirable

1. Understanding of and familiarity with Aboriginal Culture
2. Current NT HR Class Licence or equivalent
3. Workzone Traffic Management (Control Traffic)

ACKNOWLEDGEMENT

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

Employee Name _____

Signature _____ Date _____