

POSITION DESCRIPTION

POSITION IDENTIFICATION

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|---------------------|-----------------------------|--------------------------|------------------------------------|
| Title | Leading Hand | Level | 6WS |
| Sub Unit | Waste Operations | Establishment No. | CB24008, CB24009, CB24010, CB24011 |
| Service Unit | Waste Services | PD updated | June 2016 |
| Directorate | Assets | Supervises | Waste Operators |
| Reporting to | Supervisor Waste Operations | | |

POSITION OBJECTIVE

Provides daily operational supervision, direction and guidance to the Waste Operations team.

KEY ACCOUNTABILITIES

1. Daily leadership of waste operators to ensure service requirements are met.
2. Provide induction, training and direction for waste operators.
3. Operate and maintain a range of plant and equipment for domestic, recycling, bulk, parks and verge, illegal dumping waste collection and disposal.
4. Act in relief capacity for supervisor as required.
5. Provide advice and information for the public.
6. Undertake other activities including undergoing training and development as required for execution of the role.
7. Comply with all City policies and procedures and relevant legislation.
8. Exercise duty of care in line with City Occupational Safety and Health policies.

WORK RELATED REQUIREMENTS/SELECTION CRITERIA

Essential

1. Proven experience in a supervisor/training role within a Waste environment
2. Experience in operation/maintenance of mechanical plant, heavy and HR vehicles, supported by appropriate licences.
3. Proven communication and customer service skills.
4. Experience in the efficient utilisation of information systems and technology e.g. GPS
5. Ability to work autonomously and as part of a team.
6. Capable of physical activity, tested via a pre-employment medical
7. National Police Clearance less than six months old.

Desirable

1. Skid steer operation certification.
2. Forklift operator certification.

Special Requirements

1. This position and or individuals may be listed as a contact in the City's Local Emergency Activation Flowchart. Should the City's Local Emergency Management Arrangements be activated the incumbent will be required to play an active role and this may be outside the normal hours of work. As a result of the activation any hours where the incumbent is authorised to be on call or works in an overtime capacity will be paid in accordance with the relevant industrial instrument.
2. Will be required to work most public holidays and some week-ends

EXTENT OF DELEGATED AUTHORITY

The Leading Hand receives general direction with elements of independence and is required to exercise decision making and problem solving with a degree of autonomy. Able to authorise expenditure up to \$7,500 in consultation with the Supervisor Waste Operations. Leads a large team.

CERTIFICATION

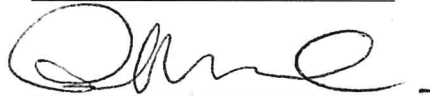
The details contained in this document are an accurate statement of the position.

Print Name:

PAUL HOSKISSON

SCOTT CAIRNS.

Signature:


Leader


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