

POSITION DESCRIPTION

TRAINEE CONSTRUCTION (STORMWATER)

POSITION DETAILS

POSITION No:	9764	UNIT:	Stormwater
EMPLOYMENT STATUS:	Temporary Full Time	LOCATION:	Clearys Gates Depot
DIVISION:	City Amenity	CLASSIFICATION:	ME Trainee

OBJECTIVES

MISSION STATEMENT

Working together to make Hobart a better place for the community.

DIVISION OBJECTIVE

The City Amenity Division incorporates the following Units: Parks and Recreation, Bushland, Roads and Capital Works, Stormwater, Cleansing and Solid Waste, Projects and Support Services, including Emergency Management.

The principal purpose of the Division is to provide a high standard of excellence in respect of these programs in the City's approach to customers and in the management of community assets and the provision of services.

POSITION OBJECTIVE

To work closely with the Labourer Civil Works and the Team Leader Civil Works in undertaking a range of civil construction and maintenance activities as a key component of the successful completion of a trainee Certificate III in Civil Construction.

KEY FUNCTIONS AND RESPONSIBILITIES

- Under supervision and direction from the Team Leader Civil Works and other Civil Works employees undertake a range of tasks associated with a traineeship in Civil Construction including:
 - construction and maintenance activities in a manner that is consistent with Council's safe work practices and operating standards;
 - operate plant and machinery in accordance with operations manuals, safety and workshop standing instructions;
 - formwork that is set up efficiently and in a usable manner;
 - screed, render and finish concrete work to a consistently acceptable standard;
 - lay piping accurately to line and grade from a developed plan; and
 - asphalt works as required.
- Ensuring safety procedures are adhered to and that work is completed in an efficient and timely manner.
- Interpret and work effectively from construction plans.
- Communicate effectively with employees, contractors and the general public as required.
- Enter into a formal agreement to undertake a traineeship qualification (ie Certificate III in Civil Construction), as well as successfully undertaking the training set out in the formal training plan and any other training as required.

Work Health and Safety: To take reasonable care that your acts or omissions do not adversely affect the health and safety of yourself or others in the workplace, to comply with any reasonable instructions given to you by the Council and to comply with the requirements of any and all WHS policies and procedures.

Note: Whilst the key functions and responsibilities for the role are set out above, the Council may direct an employee to carry out such duties or tasks as are within the limits of the employee's skill, competence and training.

ORGANISATIONAL RELATIONSHIPS

REPORTING RELATIONSHIPS

1. INTERNAL

The Trainee Labourer Civil Works will predominantly work with colleagues from within the Civil Works Unit.

2. EXTERNAL

This role will communicate with members of the general public as required.

3. DIRECT REPORTS

This role will report directly to the Team Leader and will have no direct supervision responsibilities.

SELECTION CRITERIA

1. Completion of Year 10 and a demonstrated interest in Civil Works operations.
2. Demonstrated ability to acquire plant operating skills and a willingness to learn new technical skills within the civil works environment.
3. An ability to take instruction, develop technical skills, apply knowledge and work cooperatively as part of a team.
4. An ability to adhere to safety procedures when working within a high risk environment.
5. The ability to communicate well within the team in order to learn and develop in the role, as well as the ability to communicate effectively and courteously with the general public.
6. A strong ethic to learning and development in a civil construction environment.
7. Current Drivers Licence and Police Check and willingness to obtain a White Card.