

## **KIAMA MUNICIPAL COUNCIL Job Description**

**POSITION TITLE:** Labourer/Driver

**GRADE:** 4 (Non-Standard Classification paid depending on duties performed)

**DEPARTMENT:** Engineering & Works

**ACCOUNTABLE TO:** Business Unit / Property Services Supervisor

**DATE:** February 2012

### **OBJECTIVES**

1. To operate Waste Services vehicles used for external hire and Council operations.
2. To collect town recyclable materials.
3. To assist with the efficient and effective cleaning operations.
4. To undertake labouring duties at the Minnamurra & Gerroa Depots.
5. To convey to the public an image of Council being both courteous and efficient.

### **SCHEDULE OF DUTIES**

1. Ensure public amenities, facilities, vehicles and equipment are cleaned in accordance with Council's service schedules and standards
2. Collect litter from Council's streets, parks, and reserves as requested.
3. Collect and transport bins, recycling, garbage and green waste bins in accordance with pre-determined performance standards and Council's work method statements.
4. Operate Council's trucks for internal & external hire in accordance with manufacturer's recommendations, RTA, WorkCover and Council's requirements.
5. Ensure trucks and equipment are serviced and maintained to a safe and operational standard and cleaned on a regular basis.
6. Report vehicle and equipment breakdowns to the Business Unit Supervisor as soon as practicable.

7. Relieve on other waste management collection vehicles as and when required.

**MULTISKILLING CLAUSE:**

The incumbent of this position may be directed to carry out such other duties as are within the limits of the employee's skill, competence and training.

I accept the responsibility for achieving the above duties and understand that I am accountable for their achievement.

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Accepted

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Supervisor

Date .....

Date .....