

Kiama Municipal Council

Job Description

POSITION TITLE: Maintenance Labourer
GRADE: 3
DEPARTMENT: Engineering and Works
ACCOUNTABLE TO: Maintenance Team Leader
DATE: February 2012

OBJECTIVES

- 1 To assist with the full range of construction and maintenance activities of Council in a safe and efficient manner.
- 2 To promote the image of Council as being both courteous and efficient.

SCHEDULE OF DUTIES

- 1 Undertake traffic control in accordance with Council's policies.
- 2 Prepare, set out and dismantle formwork for various concrete structures.
- 3 Lay, spread and finish concrete.
- 4 Install drainage pipes and services.
- 5 Prepare and lay segmental pavers.
- 6 Undertake painting and linemarking.
- 7 Install street signs.
- 8 Complete general tree pruning and removal.
- 9 Undertake general maintenance and repair of Council's assets.
- 10 Undertake mowing, weed eating and general Parks and Gardens duties 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