

# POSITION DESCRIPTION

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<b>Position Title:</b>	Relief Refuse Truck Driver
<b>Position Number/s:</b>	INF-C08
<b>Employment Type:</b>	Casual
<b>Agreement:</b>	Charters Towers Regional Council Union Collective Certified Agreement 2023
<b>Award:</b>	Queensland Local Government Industry (Stream B) Award – State 2017
<b>Classification:</b>	Level 5
<b>Directorate:</b>	Infrastructure Services

## POSITION OBJECTIVE

The Relief Refuse Truck Driver is responsible for undertaking kerbside refuse collection services throughout the City of Charters Towers and surrounding regional townships and areas, as required.

## ORGANISATIONAL RELATIONSHIPS

Reports to: Environmental Services Coordinator  
Directly Supervises: Nil

## ORGANISATIONAL VALUES



## OUR VALUES

We are a *Community* focused  
*Team* who are *Respectful*  
and *Consistent*

## DELEGATIONS

In accordance with Charters Towers Regional Council's Register of Delegations

# POSITION DESCRIPTION

## KEY RESPONSIBILITIES

1. Undertake kerbside refuse collection operations within the City of Charters Towers and the regional townships of Balfes Creek, Homestead, Pentland, Sellheim, Mingela and Ravenswood, including servicing waste collection points at regional truck stops, public reserves and surrounding areas.
2. Maintain assigned plant in a clean, safe and satisfactory condition, including appropriate reporting of defects and daily completion of Pre-starts so operational requirements can be met.
3. Participate in on the job training as required.
4. Effectively engage with community members and actively promote and adhere to Council Values.
5. Comply with Councils Workplace Health and Safety Management System including; WHS policies, SWMS, procedures and lawful instructions or directions given in the workplace. Employees must comply with their obligations under the Work Health and Safety Act 2011. These obligations include reporting of injuries, incidents and hazards, not to wilfully injure yourself or someone else and wearing and maintaining personal protective equipment according to Council procedure.
6. Comply with reasonable and lawful directives given in the workplace and undertake any other duties associated with the role, as reasonably directed and within the scope of the requirements of the role.

## POSITION REQUIREMENTS

### | Knowledge, skills and abilities |

#### Essential:

- Experience in operating heavy machinery, preferably including operation of purpose-built refuse vehicles.
- Basic mechanical knowledge.
- Good organisational skills and the ability to determine work priorities.
- The ability to work under limited supervision, either individually or as part of a small team.
- Good verbal communication skills including the ability to liaise with a wide range of people at all levels.

#### Desirable:

- Exposure to using Microsoft Office applications, particularly Outlook, Word and Excel.

### | Education/Qualifications |

#### Essential:

- General Safety Induction Certificate (Construction Industry) "Blue/White Card".

#### Desirable:

- Current First Aid and CPR accreditation.

### | Licences |

#### Essential:

- Possession and maintenance of a Queensland 'HR' Class Driver Licence.

## PHYSICAL REQUIREMENTS/POSITION ENVIRONMENT

This position involves operating heavy vehicles and undertaking refuse collection activities in an outdoor environment. The role requires the ability to perform manual handling tasks, repeatedly enter and exit vehicles, work in varying weather conditions, and tolerate exposure to noise, vibration, dust, odours and waste materials.

The ability to commence work at 4.00am and work public holidays.

# POSITION DESCRIPTION

Council is committed to providing and maintaining a safe and healthy workplace. This includes taking all steps that are reasonably practicable to prevent the spread of preventable occupational diseases. In accordance with Councils P0199 Vaccinations and Health Monitoring Procedure, positions exposed to occupational diseases will be subject to the Workplace Immunisation Program.

## POSITION DESCRIPTION AUTHORISATION

Position descriptions cannot provide a definitive list of duties and responsibilities. This position description is subject to change from time to time as Charters Towers Regional Council may be developed or restructured. Any such reorganisation of duties shall be the subject of discussion with the position incumbent.

**Supervisor:** \_\_\_\_\_ **Signature:** \_\_\_\_\_  
(Name)

**Date:** \_\_\_\_\_

**Manager:** \_\_\_\_\_ **Signature:** \_\_\_\_\_  
(Name)

**Date:** \_\_\_\_\_

## POSITION ACCEPTANCE

I accept the Position Description as stated above and acknowledge that it may require amending or updating periodically due to changes in responsibilities or organisational requirements. Changes to position descriptions will be in accordance with the position classification and consistent with the purpose for which the position was established.

**Incumbent:** \_\_\_\_\_ **Signature:** \_\_\_\_\_  
(Name)

**Date:** \_\_\_\_\_