

Position Description

Position Title	Heavy Combination (HC) Plant Operations Crew Member
Position Number	1069, 1096, 1068
Directorate	Infrastructure
Division	Operations
Reports to	Civil Works Crew Leader
Grade	HILL38G5
Date Reviewed	August 2026

Primary Purpose

The HC Plant Operations Crew Member contributes to the operational needs of Council in construction and maintenance of Council roads and infrastructure across all of Hilltops. This role predominately undertakes driving heavy articulated trucks (HC - either floats or trucks & dogs) and operation of other heavy plant where licenced/competent, such as: rollers, tractors with implements, skid-steer, dangerous goods vehicles, load shifting plant (backhoes, front-end loader, excavators) & rigid trucks. This role may also provide support by undertaking skilled labouring duties where required.

This document describes the key responsibilities of the position and is not designed to be prescriptive. The incumbent will contribute to Council's vision *"Hilltops is a thriving region offering a relaxed country lifestyle and diverse economy. We value and protect our friendly community spirit, pristine natural environment, and deep cultural heritage. We have strong connections, making the Hilltops region a vibrant place to live, work, play and invest"*, promote our organisational values: **Safety, Trust, Accountability and Respect** and use these to guide decisions, actions and conduct.

Key Accountabilities

- Contribute to a safe workplace by complying with legislative and organisational Work Health and Safety requirements, particularly with regards to the application of safety restraints on secured truckloads.
- Carry-out heavy combination (trucks & dogs or float) operations such as delivery of plant, equipment and materials to and from worksites, often independently loading the plant/materials onto & off the tray of the float or into the truck and dog.

- Undertake by direction, the operation of other heavy plant (such as excavators, front-end loaders, tippers backhoes and rigid trucks) where competent and licenced.
- Operate all machinery and plant in an efficient and safe manner, and undertake daily machinery checks, arrange for repairs as required and conduct minor maintenance on machinery.
- Accurately complete all documentation associated with plant and equipment operation.
- Carry-out a variety of duties associated with civil construction, including traffic control and manual labouring tasks, including but not limited to sign & guidepost installation, shovelling, carrying signs and using power tools, in a competent and safe manner.
- Undertake Open Spaces operations as required by the operational needs of Council, e.g. through the supply of heavy plant, materials & equipment.
- Be available for reasonable overtime duties, on-call and call-back (rotating roster), to help share responsibility across the organisation for out-of-hours duties for the benefit of Hilltops communities.
- Create and capture information in Council's designated databases to ensure legislative compliance.
- Contribute to the performance of Council by demonstrating professional conduct, making the best use of knowledge, experience & skills and being accountable for own decisions and actions.

Essential Criteria

1. Certificate III in Civil Construction, Civil Construction Plant Operations or equivalent relevant experience in lieu of qualifications.
2. Significant recent experience in construction/maintenance of civil infrastructure, involving competent operation of heavy articulated vehicles and other heavy plant (e.g. excavators, watercarts, rollers, front-end-loaders, skid-steers, and other rigid trucks).
3. Good physical fitness and demonstrated ability to work safely in a heavy labouring environment under limited supervision.
4. SafeWork NSW 'Traffic Controller' & 'Implement Traffic Control Plans' or equivalent recognised in NSW.
5. Construction Induction Certificate (White Card).
6. Current Class HC Drivers Licence.

Desirable Criteria

1. Experience working in the Local Government Sector or other Government body.
2. Grader experience.
3. Current dangerous goods licence.
4. Training in preparation, handling and working with bitumen/emulsion products.

Decision Making

The incumbent has the authority to take any reasonable steps to ensure the achievement of agreed objectives set out in the relevant business plan. The role may have delegations from the General Manager as set out in an instrument of delegation. All decisions must be in accordance with legislation and Council policies & procedures. Decisions should be consistent with the objectives of Council's strategies & plans. All staff have the power to stop work in circumstances that are deemed an immediate risk to health and safety until a satisfactory resolution is agreed and implemented.

Acceptance of the role

This position description is a broad description of the accountabilities, duties and required capabilities relating to this position. The role and position are dynamic and may evolve and change over time in line with changing strategic and operational requirements. Continuing development, change and improvement of processes, practices, knowledge, skills and behaviours are expected at Hilltops Council.

I have signed below in acknowledgement of reading, understanding and accepting the contents of this document. I accept that, with consultation, my duties may be modified by Hilltops Council from time-to-time as necessary. By signing, I agree to work in accordance with the requirements of the position and will abide by Hilltops Council's Code of Conduct, policies and procedures.

Name:

Signature:

Date: