



## **Position: Waste Facility Attendant**

(WST-06)

### **1.0 Position Summary:**

To undertake maintenance and general duties at the Shire of Dundas Waste Facility to ensure compliance with Environmental Protection (Rural Landfill) Regulations 2002.

### **2.0 Department/Section:**

Works and Services

### **3.0 Management Area:**

Works and Services, Waste Facility

### **4.0 Base Work Location:**

Shire of Dundas Rubbish Tip, Dennison Drive, Norseman, WA 6443

### **5.0 Agreement Coverage:**

Conditions of employment are governed by the Local Government Industry Award 2010.

### **6.0 Hours:**

54 hours per fortnight minimum to be worked between the hours of 8.00am and 6.00pm, Monday to Sunday. Unless otherwise negotiated with the Chief Executive Officer.

### **7.0 Remuneration Level(s):**

Remuneration of the Local Government Industry Award 2010.

### **8.0 Additional Benefits:**

- 8.1 Adverse Allowance as per Award
- 8.2 Bonus 7.5% super in accordance with Council policy
- 8.3 Christmas Bonus in accordance with Council policy
- 8.4 Sick Leave Bonus in accordance with Council policy

### **9.0 Delegated Authority:**

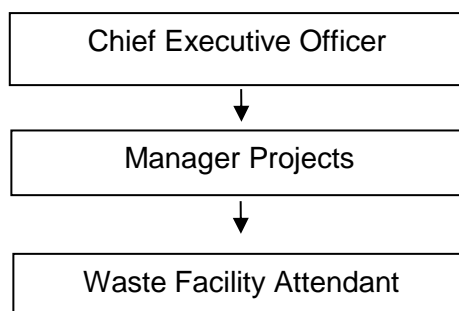
Nil.

### **10.0 Extent of Authority:**

Works and operates within the parameters of the Shire's policies and procedures, relevant legislation and as directed by the Manager Projects and Chief Executive Officer.

## 11.0 Organisational Responsibilities:

11.1 Line of Authority:



Supervisory and Organisational Responsibilities:

11.1.1 Directly responsible to the Manager Projects.

## 12.0 Key Duties and/or Responsibilities:

- 12.1 Opening or closing of rubbish tip gate when the tip open/closes;
- 12.2 Record waste being carted into the Norseman Tip;
- 12.3 Directing vehicle to specific tip locations if required;
- 12.4 Litter pick windblown litter;
- 12.5 Responsible for materials, tools, equipment, vehicles and plant in the employees use;
- 12.6 Work under limited supervision;
- 12.7 Any other duties as directed by the Manager Projects in relation to the Shires area of operation.

## 13.0 Essential Selection Criteria:

- 13.1 Appropriate written and verbal communications skills;
- 13.2 Sound knowledge of Occupational Safety and Health requirements.

## 14.0 Desirable Selection Criteria:

- 14.1 Hold a current "C" class drivers license;
- 14.2 Hold a current "HR" class license;
- 14.3 Working knowledge of Environmental Protection (Rural Landfill) Regulations 2002;

<b>Current Incumbent</b>	Incumbents Signature:	Date:
<b>Current Supervisor</b>  Stephen Bowyer Manager Projects	Supervisors Signature:	Date:
<b>Current CEO</b>  Doug Stead Chief Executive Officer	CEOs Signature:	Date: