

POSITION TITLE	Resource Recovery Operator Blighty	
GROUP / DEPARTMENT	Infrastructure / Utilities	
REPORTING TO	Supervisor Resource Recovery	
DIRECT REPORTS	Nil	
EMPLOYMENT BASIS	Permanent Part Time (8 hour week) Local Government State Award Blighty Landfill 4 hours on Thursday 4 hours on Sunday	
BAND/LEVEL	Band 1 Level 2	
GRADE	Grade 2	
APPROVED	CEO	Date:
EMPLOYEE	Name:	Date:
	Signature	Date:
POSITION PURPOSE		
<p>The Resource Recovery Operator Blighty delivers the daily operations of Edward River Council's Blighty waste disposal facilities, maintaining the facility to contract standards and EPA requirements and providing services to other officers and the public.</p>		
LINKS (INTERNAL)	LINKS (EXTERNAL)	
<ul style="list-style-type: none"> • Waste Services Team • Council staff 	<ul style="list-style-type: none"> • Government Departments • Contractors and consultants • Private Industries • Ratepayers and community members 	
KEY DUTIES AND RESPONSIBILITIES		
<ul style="list-style-type: none"> • Provide access to the Blighty waste facilities during designated operating hours, ensuring the facility is secure when not in operation. • Provide assistants to the Deniliquin Landfill facility as directed. • Screen, accept and direct the safe delivery of authorised forms of waste from residents and businesses to designated waste areas. • Ensure appropriate recycling activities at the waste disposal facilities including ensuring no contamination of recyclable material streams occurs. • Collection of fees relating to disposal of waste and reconciliation of accounts. • Operate small plant items related to waste collection and disposal activities. • Store and maintain corporate records in Council's Electronic Document and Records Management System (EDRMS) in accordance with relevant policies, procedures and the State Records Act. • Demonstrate and adhere to the principles of conduct and standards of behaviour as defined within the Code of Conduct. • Other duties and responsibilities as directed within the skills and abilities of the individual. 		

SELECTION CRITERIA

Essential

- Contemporary experience operating a range of plant, including land compactor and front-end loader.
- Contemporary knowledge of waste disposal facility operations, including recycling.
- Contemporary knowledge of cash handling techniques and requirements.
- Good interpersonal and communication skills, including an ability to work with customers.
- Basic computer and information technology skills.
- Demonstrated ability to undertake duties in a manner consistent with a culture of customer service excellence and Council's values – Leadership, Excellence, Accountability and Delivery.
- Current WHS Construction Induction Certificate (White Card).
- Current Class MR license or equivalent.

COUNCIL RESPONSIBILITIES

Council Values

Edward River Council has adopted a set of values which were developed through a consultative process involving staff across the whole organisation.

All Council employees are expected to demonstrate our corporate values when undertaking their roles and making decisions that impact our customers and community:

- **Leadership** - We seek to provide strong leadership for our community and customers. We lead with empathy and integrity.
- **Excellence** – We strive for excellence and continuous improvement: in who we are, in how we work, and in how we deliver results for our community.
- **Accountability** – We are open, honest and transparent in how we do business, the decisions we make and the actions we take.
- **Delivery** – we are committed to delivering results to our community and outstanding service to our customers.

Work Health & Safety

All Edward River Council employees have a responsibility to behave in a manner which ensures that their actions or omissions do not adversely affect the environment or health & safety and wellbeing of Council employees, contractors or members of the public. Council employees must:

- Comply with Council's Work Health & Safety policies, procedures and programs;
- Participate in any training and safety initiatives implemented by the Council;
- Comply with all safety directives and work instructions; and
- Must immediately report any incident or potential hazard to their supervisor

EEO & Diversity

Council is committed to a workplace that is fair and inclusive and to building a workforce which embraces these principles and reflects the diversity of the Edward River community.