



Northern Peninsula Area Regional Council

Employment opportunity Roads Supervisor

Employment opportunity

The Northern Peninsula Area Regional Council's mission is to support the provision of high standard local government services and economic growth of the Northern Peninsula Area through the sustainable use, development and management of land, water and native vegetation resources, whilst protecting the rights and interests of both the individual and the communities.

Northern Peninsula Area Regional Council (NPARC) is seeking a **Roads Supervisor** to join the Operations Team.

The primary purpose of the position is to supervise and display leadership within the Roads team and coordinate delivery of transport related, maintenance and construction activities in order to maximise project profitability and ensure Council satisfaction.

The position supervises various field staff, along with the daily project planning and delivery activities in order meet quality and value-for-money expectations in a professional, safe and efficient Manner and in accordance with Councils Operational Plan and Budget.

In this role you will have the opportunity to:

1. Lead, manage, organise and supervise road crew staff ensuring that procedures, policies and practices are adhered to
2. Construct and maintain roads to Council and regulatory/best practice standards
3. Ensure all plant, depot facilities and equipment are maintained in accordance with Council requirements
4. Provide work progress reports to the Works Manager of Operations and assist in the preparation of the Road Works Program.
5. Ability to identify unscheduled roads and drainage maintenance tasks and coordinate with scheduled works without direct instruction
6. Attend management meetings related to works matters and contribute to discussions regarding road works performance
7. Monitor construction and maintenance methods of work crews to ensure they meet Council guidelines

8. Evaluate the skills of staff and encourage training activities to improve skill sets
9. Collect and verify as accurate time sheets, plant running sheets and fuel sheets
10. Ensure that quality assurance is adhered to by construction personnel including controlling, monitoring and analysing all quality assurance practices and documentation on the work site
11. Ensure that Councils Workplace Health and Safety Policy is upheld, and all operations are carried out in accordance with this policy
12. Comply with all Cultural Heritage and Environmental legislation
13. Perform other Council work as directed even if not related to roads

This position requires the completion of a satisfactory Criminal History Check - Police Certificate (Australia Wide Name Only Police Check).

In return for your valued contribution, you will be rewarded with:

- Permanent Fulltime
- \$67,999 per annum, plus superannuation
- 38 hours per week
- 5 Weeks Annual Leave
- 15 Days sick leave per annum
- Cultural Learning and development opportunities
- Employee Assistance Program

The successful applicant will have:

Essential

- Demonstrated ability to plan and assign work to staff and monitor staff performance
- Good communication skills (written, oral and computer)
- Ability to interpret plans and follow instructions
- Good customer service skills and personal presentation
- Demonstrated ability to deliver projects on time and budget
- Ability to manage a variety of complex tasks concurrently
- Knowledge of Department of Transport and Main Roads requirements for road maintenance and construction standards
- Knowledge of the operation of road construction plant and work methods
- Experience with road construction plant
- Current C class license (Manual)

Desirable:

- Traffic Management Implementation
- Current General Construction Induction Card
- Heavy plant operating competencies
- Certificate 3 and 4 in Operational Works

Are you ready to catapult your career?

For us to assess if you're the one we are searching for, it is mandatory that you submit your Resume, a Cover Letter and a Full statement of claims addressing the Selection Criteria and submit your application to hradvisor@nparc.qld.gov.au

You may also contact the Human Resources Department on 07 40486612 for more information.

Pre-Employment Screening:

Please note, prior to an offer of employment being made, recommended candidates will be required to undertake a medical assessment (including drug and alcohol testing). Council may also complete a range of other pre-employment checks, such as references, employment history checks, working with children checks or a criminal history check.

Applications Close: Wednesday 18th October 2023