



## Northern Peninsula Area Regional Council

# Employment Opportunity

## Batching Plant MANAGER

### Employment opportunity

Northern Peninsula Area Regional Council (NPARC) is seeking applications from suitably qualified, motivated, and experienced individuals for the position of **Batching Plant Manager**.

The primary aim of this position is to manage the **Batching Plant** through prudent management of inputs and resources as well as production of outputs (quality, price, and timeliness) including services and ensuring regulatory compliance.

### About you

#### Key duties and responsibilities will include:

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- Manage all activities associated with the **Plant Operations** including conducting business in a commercial manner whereby costs of inputs (materials, fixed assets, wages, etc) are considered in respect of the pricing of outputs supplied to customers.
- Ensure that budgets are prepared, and expenditure is mapped against forecasts and that income is monitored against targets.
- Ensure that all staff are managed in accordance with Council Policy and provided with clear direction, performance and attendance feedback, appropriate reward and recognition including being acknowledged for diligence exhibited in the performance of their duties.
- Review the performance of the Business to determine and report on areas of potential improvement in processes that can be achieved in a cost-effective manner.
- Participate in staff meetings and other forums aimed at improving the performance of Council and its culture.
- Contribute to the preparation of Reports to Council as required.

- Prioritise own tasks to meet deadlines considerate of the needs of other sections of Council.
- Maintain knowledge of current trends in the **Batching Plant Management** sector as they relate to this position.

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

### **Remuneration:**

**\$90,276 to \$95,131 per annum.**

### **Benefits:**

- Permanent Full Time
- Stream B Award
- 38 hour per week position
- 5 Weeks Annual Leave
- Sick Leave- 12- 15 days per annum
- Long Service Leave

### **Location:**

- NPA @ the Batching Plant (Injinoo)

### **Who to Contact:**

Human Resources Department on 07 40486611 or [hradvisor@nparc.qld.gov.au](mailto:hradvisor@nparc.qld.gov.au)

### **How to Apply:**

Before applying, please read the position description to complete the application. Your application should have detailed responses to the questions which relate to the Selection Criteria within the role description and submit your application to [hradvisor@nparc.qld.gov.au](mailto:hradvisor@nparc.qld.gov.au) a copy of the following:

1. Cover Letter
2. Resume and
3. The responses to the Selection Criteria outline below:

### **Selection Criteria**

#### **Essential**

1. Experience in all aspects of the operations of a **Batching Plant** including material management, plant (fixed asset) management, staff management, and plant safety (and compliance) or substantial experience in a similar type of role.
2. Experience in the coordination of a **Batching Plant** regulations and other requirements necessary for a compliant operation of a **Batching Plant**
3. Hold Current Queensland Drivers' License, preferably HR, Forklift, loader.
4. Demonstrated ability to manage direct staff reports, time, and workload to meet deadlines.

5. Demonstrated written and verbal communication skills to the extent necessary to manage a **Batching Plant** on a commercial basis.
6. Skills and experience using Microsoft Office suite of applications such as Word and Outlook.

***Desirable***

7. Certificate III or Diploma in **Concrete Batching Plant** Operations.

**Your candidate suitability is determined by your responses to the Selection Criteria.**

**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: Friday 12<sup>th</sup> July 2024.**