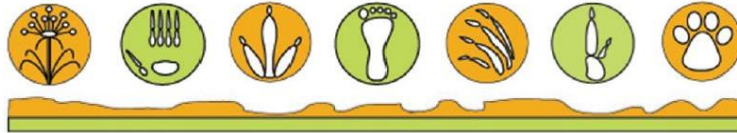


BARKLY REGIONAL COUNCIL



Waste Management Worker – Tennant Creek (WFW001)

1. Position Objectives

The position of Waste Management Worker – Tennant Creek is to deliver effective waste management services across the Tennant Creek Waste Facility, including waste collection, landfill operations, and community education programs, in line with Council policies, environmental regulations, and sustainability objectives.

2. Our Vision, Purpose and Values

VISION

“We will strive to be innovative and sustainable Council that listens to our communities and empowers future generations of the Barkly”.

PURPOSE

“Our commitment is to serve and support our communities by delivering strong local leadership, purposeful advocacy, and impactful services”.

VALUES

- | | |
|------------------------|--|
| Integrity: | Upholding honesty and transparency in everything we do. |
| Diversity: | Embracing and celebrating the unique identities, traditions, and strengths of every community. |
| Empathy: | Understanding and valuing the needs and experiences of others. |
| Accountability: | Taking ownership of our actions through commitment to BRC and our communities. |
| Service: | Dedicating ourselves to excellence, putting people first, and creating a positive impact. |

3. Key Responsibilities

Landfill Operations and Waste Management

- Monitor on-site activities to ensure operations comply with the Regional Solid Waste Management Plan and Council policies.
- Assess incoming waste loads, determine acceptability, and inform customers of alternate disposal sites for prohibited or special waste.
- Oversee the sorting, compaction, and covering of waste in accordance with environmental and operational guidelines.
- Ensure reduce and recyclable materials are separated and placed in appropriate areas.
- Open and close the landfill at designated times, secure gates and office areas, and set alarms as required.

Waste Collection and Transport

- Collect domestic and commercial waste and recycling bins on scheduled routes.
- Operate waste collection vehicles and equipment safely and efficiently.

- Complete all collection routes in a timely and responsible manner.

Customer Service and Fee Collection

- Greet and assist landfill users in a courteous and professional manner.
- Direct customers to correct dumping areas and provide information on waste acceptance policies.
- Collect tipping fees, maintain a cash float, reconcile receipts, and prepare weekly bank deposits.
- Enforce relevant Council waste disposal regulations and bylaws.

Equipment Operation and Site Maintenance

- Operate plant and machinery, including compactors, loaders, and trucks, in a safe and responsible manner.
- Conduct routine maintenance checks, report faults, and follow appropriate procedures for repairs.
- Perform housekeeping duties including snow removal (if applicable), litter control, and site tidiness within a 25-metre radius of the gatehouse.

Recordkeeping and Monitoring

- Maintain accurate computerised and manual records of tipping fees, user transactions, and site operations.
- Monitor the performance of landfill contractors and report non-compliance with contractual terms.

Workplace Health and Safety

- Follow all Work Health and Safety (WHS) procedures and use the required Personal Protective Equipment (PPE).
- Participate in safety meetings, toolbox talks, and training sessions.
- Promptly report hazards, incidents, or unsafe conditions to the supervisor.

Other

- You will be required to perform your duties in Tennant Creek or elsewhere within the Barkly Regional Council authority area as reasonably directed by Council.
- Ensure that the highest professional standards and Barkly Regional Council values are upheld at all times.
- Demonstrate commitment and enthusiasm to promote the principle of Diversity, Equity, Inclusion, and Belonging (DEIB) in employment and service delivery.
- Work safely and promote a safe working environment in accordance with Work Health Safety (WHS) legislation and Barkly Regional Council's policies and procedures.
- The duties listed are not exhaustive and may be varied from time to time as dictated by the changing needs of the Barkly Regional Council. The position holder will be expected to undertake other duties as appropriate to the position classification and as requested by his/her/their manager.

4. Key Accountabilities

- Deliver safe and efficient waste collection, landfill operations, and equipment use in line with Council policies and environmental regulations
- Provide professional customer service, enforce disposal rules, and manage tipping fees and records accurately
- Maintain cleanliness, safety, and functionality of the landfill site, including basic maintenance and waste separation

- Ensure compliance with Work Health and Safety (WHS) procedures, including correct Personal Protective Equipment (PPE) use and hazard reporting.
- Support Council values by promoting a respectful, inclusive workplace and performing additional duties as required across the Barkly region.
- Contribute to the effective implementation and achievement of the objectives outlined in the Regional Plan.

5. Organisational Relationship

Position Title:	Waste Management Worker – Tennant Creek (WFW001)
Reports to:	Waste Facility Supervisor – Tennant Creek (MWS006)
Department:	Operational Services
Supervises:	N/A
Internal Liaison:	Chief Executive Officer Chief of Operations Regional Manager Operations – Tennant Creek Council Services Manager – Tennant Creek Waste Facility Supervisor – Tennant Creek Other Council Staff
External Liaison:	Rate Payers, Residents, and Visitors

6. Wages and Allowances

Classification:	Level 4 Pay Point 1 <i>Barkly Regional Council Enterprise Agreement 2024</i>
Status:	Casual (up to 38 hours per week)
Hourly Rate:	\$42.96 per hour (including 25% casual loading)
SCG:	12%
Roster:	The supervisor will set a roster that is no more than 38 hours in any given week and/or 7.6 hours within a given day, within the span of ordinary hours of work, currently 6:30 AM to 6:00 PM, Monday to Sunday.

7. Knowledge and Skills

Organisational:

- Knowledge and understanding of Aboriginal Culture.
- Excellent time management and organisational skills.
- The ability to work within a team environment whilst also producing results working independently.
- Ability to manage multiple tasks effectively with a degree of flexibility within a changing work environment.

Interpersonal:

- A willingness to work in a remote and sometimes demanding environment.
- Demonstrated ability to work within tight timeframes and regularly monitor deliverables.
- Ability to successfully interact with people at all levels.

Change Management:

- Ability to recognise issues and use initiative to identify and discuss proposed solutions.
- Ability to promptly respond to changed circumstances and make sound decisions to ensure the ongoing efficient and effective delivery of key deliverables within the role in the best interests of the Barkly Regional Council.
- Ensure compliance with and adherence to all legislative requirements and best practices at all times.

Commitment, Attitude, and Application to Duties:

- Provide courteous and prompt attention to requests for information.
- Demonstration of a positive and proactive attitude with strong initiative.
- Promote Barkly Regional Council in a positive manner at all times.
- Promote and encourage continuous quality improvement strategies for the delivery of accurate and timely documentation.
- Take responsible care to ensure one's own safety at work and that of other staff within the workplace.

8. Essential Criteria – Qualifications, Skills, and Experience

1. Reliable with the ability to work with minimal supervision and as part of a team.
2. Ability to prioritise workload, problem-solve and manage work tasks as required.
3. Demonstrated knowledge of Work Health and Safety (WHS).

9. Desirable Criteria

1. Heavy machinery experience includes loader, dozer, and trucks.
2. Knowledge of the Barkly region, including cultural awareness and the ability to engage respectfully with Aboriginal communities.
3. Previous experience working in Local Government.

10. Compliance, Training and Development

Mandatory

- General Construction Induction Card (White Card)
- Driver's Licence
- Plant Tickets

Desirable

- Corporate Induction
- Site Induction
- Workplace Health and Safety (WHS) Induction
- Heavy Rigid (HR) Licence
- CPP30719 Certificate III in Waste Management

11. Certification

The details contained in this document are an accurate statement of the responsibilities, accountabilities, and other requirements of the position.



Susan Steele
Acting Chief Executive Officer

06 / 11 / 2025
Date

12. Acceptance

I, _____, have read and understood the requirements of this position and hereby agree to the responsibilities as outlined above.

Signature

_____/_____/_____
Date