



POSITION DESCRIPTION

PART 1 – POSITION DETAILS

Position Title:	Ganger – Roads and Maintenance
Classification Level:	QLGIA (Stream A) – Division 2 Section 1 - Level 2
Industrial Instruments:	Torres Shire Council Certified Agreement 2022
Date prepared/ Updated:	June 2026
Position Purpose:	To effectively maintain Council’s roads and drainage infrastructure.
Reports To (Position Title):	Works Manager
Roles Reporting to This:	Plant Operators, Truck Drivers & Labourers
Key Relationships / Interactions:	<ul style="list-style-type: none"> Members of the public & stakeholders using the facility Other Council Staff both Internal and External
Decision Making Authority:	<p>The Chief Executive Officer, in accordance with the provisions of the <i>Local Government Act 2009</i>, will delegate authority to exercise such powers, delegations and judgements as determined necessary from time to time to enable the effective fulfilment of the requirements of the position.</p> <ul style="list-style-type: none"> The position is accountable to the Manager Engineering Services.

PART 2 – KEY RESPONSIBILITIES

Key Result Area	Major Tasks
Job Specific Responsibilities	<ul style="list-style-type: none"> Plan and organise the efficient, effective and timely delivery of responsive maintenance services with minimal supervision. Liaise with members of the public and with staff from other Council sections as required ensuring a high level of customer service within their precinct. Ensure allocated equipment and plant are maintained in good order. Ensure all tasks are completed in adherence to workplace health and safety, environmental and quality assurance requirements. Provide “On the job” training for their gang. Carry out other duties from time to time as directed by his/her immediate supervisor or manager.
Supervisory Responsibilities	<ul style="list-style-type: none"> Supervise, lead, and motivate the staff within their gang. Encourage internal and external collaboration and build partnerships to achieve business and personal objectives. Demonstrate leadership to individuals and groups to achieve goals and objectives and coach staff through training and development activities related to current or future jobs. Clearly and regularly communicate performance standards and expectations
Communication & Interpersonal Responsibilities	<ul style="list-style-type: none"> Work as part of a team and show professionalism. Punctual in both attendances at work and staff meetings. Maintain high standards of presentation and personal grooming. Comply with Council’s Code of Conduct.



<p>Legislative Responsibilities</p>	<ol style="list-style-type: none"> 1. Corporate recordkeeping is the responsibility of all staff. This position is required to comply with the Councils 'Corporate Recordkeeping' Policy and associated procedures. 2. Observe Council's policies and procedures to ensure compliance with all relevant legislation, including: <ul style="list-style-type: none"> • <i>Local Government Act 2009;</i> • <i>Local Government Regulation 2012;</i> • <i>Human Rights Act 2019 (QLD);</i> • <i>Public Sector Ethics Act 1994;</i> • <i>Industrial Relations Act 2016;</i> • <i>Workplace Health and Safety Act 2011;</i> • <i>Workplace Health and Safety Regulation 2011;</i> • <i>Workers Compensation and Rehabilitation Act 2003</i> • <i>QLD Crime and Corruption Act 2001;</i> • <i>Commonwealth Disability Discrimination Act 1992;</i> • <i>Commonwealth Age Discrimination Act 2004;</i> • <i>Commonwealth Racial Discrimination Act 1975;</i> • <i>Commonwealth Sex Discrimination Act 1984;</i> • <i>Environmental Protection Act 1994;</i> • <i>Environmental Protection Regulation 1998;</i> • <i>Equal Opportunity in Public Employment Act 1992;</i> • <i>Anti-Discrimination Act 1991;</i> • <i>The Public Records Act 2023;</i> • <i>Public Interest Disclosure Act 2010.</i>
<p>Workplace Health and Safety Responsibilities</p>	<p>The employee will assist in ensuring the work environment complies with the Workplace Health & Safety Act, Regulations, Codes of Practice and Council's Safe Plan system, Safe Work statements, Policies and Procedures. Complies with instructions given by his or her Manager and / or Supervisor. Adhere to the workplace health and safety legislation in reporting all accidents and potential hazards in a timely manner.</p>
<p>Confidentiality and Privacy</p>	<ol style="list-style-type: none"> 1. Keep all confidential information, whether written or verbal, as well as any intellectual property developed, utilised or otherwise gained by the employee in the course of employment, completely confidential, even after completion of employment. 2. Ensure compliance with: <ul style="list-style-type: none"> • <i>Right to Information Act 2009</i> • <i>Information Privacy Act 2009</i>

PART 3 – PERSON SPECIFICATION

<p>Qualifications & Experience</p>
<ol style="list-style-type: none"> 1. Certificate III in Civil Construction and or extensive experience in the civil construction and maintenance industry. 2. Local government experience in road and drainage maintenance (Desirable) 3. Class C Driver's License 4. "HR" licence (Desirable) 5. Plant tickets (Desirable)



6. Understanding of Ilan Kastom and languages.

Technical Skills & Abilities

1. Substantial road and drain maintenance experience gained in a similar position.
2. Demonstrated effective people management skills specifically in the areas of dealing with the public, staff supervision, leadership, motivation and team.
3. Demonstrated ability to develop sound, professional and responsive working relationships with a range of customers with an emphasis on providing quality customer service.
4. An understanding of and commitment to Workplace health and Safety, environmental responsibility, quality assurance, equal employment opportunities and open communications.
5. Ability to communicate effectively with Aboriginal and Torres Strait Islander people.

PART 4 – SELECTION CRITERIA

Essential Skills, Experience & Qualifications

1. Possess a Cert III in Civil Construction and/or extensive experience in the civil construction and maintenance industry.
2. Current Queensland Driver's Licence (Class C – Minimum requirement)
3. Ability to obtain Light Rigid Truck Licence.
4. Demonstrated skills and experience to coordinate small work crews to undertake various maintenance tasks efficiently and effectively.
5. Developed organisational skills including a demonstrated ability to effectively plan, organise and co-ordinate a number of tasks/jobs at the same time.
6. MUTCD Level 2 – Set up signs or ability to obtain.