



Weddin Shire Council

Bringing us together, sustaining Weddin into the Future

Position Description

Senior Traffic Controller (Team Leader) Plant Operator (Roller)

Directorate	Infrastructure Services
Location	1C South Street Grenfell NSW 2810 (Depot)
Classification/Grade/Band	Band 1, Level 3, Grade 7
Position Code	Full time 38 Hours a week P-1.4.374
Date position description approved	20 March 2025

Council overview

The Weddin Shire Local Government Area (LGA) covers an area of 345,683 ha of the Central West Region, NSW; adjoining Cowra, Hilltops, Bland and Forbes Shires. Weddin Shire Council was formed out of the voluntary amalgamation of Grenfell Municipality and Weddin Shire areas in 1975. Council operates out of its Administration Building and Works Depot, both located in Grenfell, NSW, and provides services to the 3,700 residents in the Shire. Weddin Shire includes the villages of Caragabal, Greenethorpe, and Quandialla and the rural locality of Bimbi.

Council's Vision is one of a progressive rural locality with a vibrant and welcoming community, rich in both heritage and the natural environment, with a diverse and resilient economy that supports local employment and business.

This position provides a positive opportunity to advance achievement of Council's Mission and Vision, in the community at large.

Council values

A welcoming, friendly, caring and supportive community that welcomes equality and participation, working together, that offers a helping hand in times of need, shows deep respect for heritage and environment, values inclusiveness, engagement, freedom of choice, diversity and innovation.



Primary purpose of the position

Undertake a range of construction and maintenance activities to meet Council's Operational Plan requirements.

Key accountabilities

Within the area of responsibility, this role is required to:

- Complete traffic control including the set up and dismantling of traffic control signage, control traffic and Design/complete Traffic Zone Management Plans, guiding teams in their duties on job sites.
- Undertake roller activities or other plant as part of Council's construction and maintenance programs.
- Assist with the set-up of formwork, site preparation and remedial activities.
- Subject to attainment of licensing/certification, operate plant and equipment as required.
- Provide guidance to Contractors on site within levels of expertise.
- Repair roads, pavements, pathways, footpaths and bikeways using tools, equipment and/or machinery.
- Check project budgets weekly and report to the Director of Infrastructure on a monthly basis.

Key challenges

- Completion of all maintenance and construction requirements on time and on budget.
- Maintaining expertise and technical/job knowledge related training and awareness.
- Skill development.
- Ensuring where appropriate customer satisfaction with works undertaken.
- Acceptance of Civil Engineering guidance and direction.

Key internal relationships

Who	Why
Works Coordinator, Road Maintenance Supervisor, Director Infrastructure Services and Senior Management, Coordinator Engineers, Operators, Workshop Supervision, Assets Engineer, Stores, Human Resources, WHS and Finance/Corporate Services.	Effective completion of responsibilities, Operational Plan achievement.



Key external relationships

Who	Why
Contractors and Shire residents, Regulators and suppliers. Grant administration. Road Maintenance authorities.	Effective achievement of responsibilities. Provision of necessary guidance. Quality work and customer service.

Key dimensions

Decision making

Delegations as per the Council Delegations Register.
Technical completion of works responsibilities.

Reports to

Works Coordinator

Direct reports

4 - 6, Plant operators/General labourers, traffic control personnel

Essential requirements





- Traffic Controller Certification, Implement Traffic Control Plans Certification and Traffic Management Zone Certification.
- Demonstrated extensive experience in roller operation ideally gained within a civil works environment, and possession of accreditation/certification in specific Roller use and operation, if required.
- Demonstrated experience in a labouring role.
- Current NSW Class C Driver's License or above or equivalent.
- General Construction Induction Card (or equivalent). Working knowledge of roles and responsibilities under WHS Legislation.



Capabilities for the role

The Local Government Capability Framework describes the core knowledge, skills and abilities expressed as behaviours, which set out clear expectations about performance in local government: “how we do things around here”. It builds on organisational values and creates a common sense of purpose for elected members and all levels of the workforce. The Local Government Capability Framework is available at <https://www.lgnsw.org.au/capability>

Below is the full list of capabilities and the level required for this position. The capabilities in bold are the focus capabilities for this position. Refer to the next section for further information about the focus capabilities

Local Government Capability Framework		
Capability Group	Capability Name	Level
 Personal attributes	Manage Self	Adept
	Display Resilience and Adaptability	Advanced
	Act with Integrity	Adept
	Demonstrate Accountability	Adept
 Relationships	Communicate and Engage	Adept
	Community and Customer Focus	Adept
	Work Collaboratively	Advanced
	Influence and Negotiate	Adept
 Results	Plan and Prioritise	Adept
	Think and Solve Problems	Foundational
	Create and Innovate	Adept
	Deliver Results	Advanced
 Resources	Finance	Intermediate
	Assets and Tools	Adept
	Technology and Information	Adept
	Procurement and Contracts	Adept



Focus capabilities

The focus capabilities for the position are those judged to be most important at the time of recruiting to the position. That is, the ones that must be met at least at satisfactory level for a candidate to be suitable for appointment.

Local Government Capability Framework		
Group and Capability	Level	Behavioural Indicators
Personal Attributes Manage Self	Adept	<ul style="list-style-type: none"> • Initiates action on team/unit projects, issues and opportunities • Accepts and tackles demanding goals with drive and commitment • Seeks opportunities to apply and develop strengths and skills • Examines and reflects on own performance • Seeks and responds well to feedback and guidance
Personal Attributes Display Resilience and Adaptability	Advanced	<ul style="list-style-type: none"> • Is flexible and readily adjusts own style and approach to suit the situation • Adjusts tactics or priorities in response to changes in the organisational environment • Gives frank, honest advice, even in the face of strong, contrary views • Accepts criticism of own ideas and responds in a thoughtful and considered way • Welcomes challenges and persists in raising and working through difficult issues • Shows composure and decisiveness in dealing with difficult and controversial issues
Relationships Work Collaboratively	Advanced	<ul style="list-style-type: none"> • Builds a culture of respect and understanding across the organisation • Facilitates collaboration across units and recognises outcomes resulting from effective collaboration between teams • Builds co-operation and overcomes barriers to sharing across the organisation • Facilitates opportunities to develop joint solutions with stakeholders across the region and sector • Models inclusiveness and respect for diversity in people, experiences and backgrounds



Local Government Capability Framework

Group and Capability	Level	Behavioural Indicators
Results Deliver Results	Advanced	<ul style="list-style-type: none"> • Sets high standards and challenging goals for self and others • Delegates responsibility appropriately and provides support • Defines what success looks like in measurable terms • Uses own professional knowledge and the expertise of others to drive results • Implements and oversees quality assurance practices
Resources Assets and Tools	Adept	<ul style="list-style-type: none"> • Contributes quality information about council and community assets to asset registers • Prepares accurate asset maintenance and replacement costings in line with council plans and policies • Is aware of asset management risks and actions to manage and mitigate these