



Position Description

Position Title:	Plant Operator
Business Group:	Allstone Quarries Pty Ltd
Department:	ASQ Quarry
Reports to:	Plant Manager
Classification:	Cement, Lime and Quarrying Award 2020

Company Overview

ASQ Allstone Quarries is dedicated to supplying its customers with a diverse range of quality products, combined with outstanding service. Our quarry produces and supplies quality crushed rock and aggregate materials to Bendigo and the surrounding district. We maintain large stockpiles of our products and our sales team provides a fast and safe turnaround. We also offer a mobile crushing operation in addition to the fixed plant, which is located at Newbridge.

Position summary

The Plant Operator is responsible for the safe and efficient operation of all plant and equipment as directed by the Plant Manager.

Key Responsibilities

1. Ensure compliance with ASQ Document Management System including Operational and Work Health and Safety (WHSE)

The Plant Operator is responsible for complying with all ASQ policies and procedures according to our Operational and WHSE Management Systems.

Responsibilities include, but are not limited to:

- Safety-conscious and adheres to the ASQ WHSE Management system
- Compliance with the ASQ WHSE Management System (inductions, hazard reporting, take 5's, incident reporting, SWMS, risk assessments, RAC, SWP's, site inspections, subcontractor management, participate in training etc.)
- Correctly use and maintain PPE
- Attend prestart meetings
- Attend toolbox talks
- Attend tool box meetings

2. The operation of the fixed and mobile quarry plant.

The Plant Operator is responsible for the safe and efficient operation of all plant and equipment as directed by their Manager/Supervisor.

Responsibilities include, but are not limited to:

- Asset management in OneHub (prestarts, faults, fuel entries etc.)
- Ensuring daily tasks are completed as directed by the Quarry Manager/Foreman
- Safe and efficient operation of all plant/equipment
- Loading, unloading and stockpiling
- Maintaining presentation and cleanliness of all plant/equipment
- Maintaining a clean and orderly workplace
- Communicating/reporting all issues with the Quarry Manager/Foreman as required
- Performing dust suppression duties where required

- Performing yard tasks such as weeding, rubbish removal and general maintenance as required.

Key Selection Criteria

1. Knowledge and understanding of quarry, construction or mining industries
2. Experience in operating an excavator, dump truck, loader and/or dozer
3. Ability to work weekends and public holidays as required

Education, Certification and Licences required:

4. Work Safely or Industry Induction Card (mandatory)
5. Valid manual drivers licence

Personal Skills required:

6. Safety-conscious
7. Fit for work, according to the position
8. Ability to follow and carry out assigned tasks
9. Excellent communication and interpersonal skills
10. Strong work ethic
11. Highly motivated with a positive attitude
12. Demonstrated ability to contribute to a team in a professional and collaborative manner
13. Ability to work under pressure and meet deadlines/customer requirements
14. Sound literacy, numeracy and IT skills

Key contacts

- Plant Manager /Quarry Manager
- Foreman
- Quarry Workers
- Other ASQ Staff and Management

We acknowledge this information adequately describes the role, but it is understood all employees of ASQ have a responsibility to contribute to the advancement of the organisation by undertaking other assignments and projects as required. This position description is subject to review and amendment at any time, as appropriate.