

Position Description

Position title: Plant Operator	
Business group: Allstone Quarries Pty Ltd	Department: Quarry
Reports to: Quarry Manager/Foreman	Supervises: N/A

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 Quarry Manager/Foreman.

Summary of key roles and responsibilities

- Ensure compliance with the ASQ Document Management System (Operational and WHSE)
- General Plant Operator duties

Required attributes

- Safety-conscious
- Knowledge and understanding of quarry, construction or mining industries
- Fit for work, according to the position
- Experience in operating an excavator, dump truck, loader and/or dozer
- Ability to follow and carry out assigned tasks
- Excellent communication and interpersonal skills
- Strong work ethic
- Highly motivated with a positive attitude
- Demonstrated ability to contribute to a team in a professional and collaborative manner
- Ability to work under pressure and meet deadlines/customer requirements
- Sound literacy, numeracy and IT skills
- Ability to work weekends and public holidays as required

Required education and certifications

- Work Safely or Industry Induction Card
- Valid manual drivers licence

Key contacts

- Quarry Manager
- Foreman
- Other Quarry workers
- Other ASQ management and workers

We acknowledge this information adequately describes the role of the position, but it is understood all workers 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, and as approved by Senior Management.

Details of key roles and responsibilities

1. Ensure compliance with the ASQ Document Management System (Operational and 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

2. General Plant Operator duties

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