Shire of Katanning
Heart of the Great Southern

Plant Operator/Truck Driver
Mixed Duties

No. K078



Application Package

Closing date: 4.00pm 11th December 2026.

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ADVERTISEMENT

Plant Operator/Truck Driver – Mixed Duties

We are seeking to appoint an experienced Plant Operator/Truck Driver to join the Works Operations team.

This position will operate plant in support of Councils construction and maintenance activities. To be successful for this role you will have demonstrated experience in plant operation, road construction and maintenance.

Situated in the heart of the Great Southern Region, Katanning offers the perfect mix of picturesque country location with conveniences of city living. Excellent schools, hospital, doctors, dentist, shopping, community and sporting facilities are available in town.

To request an application package or to discuss this role further please contact Taryn Human on (08) 98219 999 or email taryn.human@katanning.wa.gov.au.

To be considered for this position applicants must address the Selection Criteria as detailed in the Application Package.

Applications addressed to the undersigned should be sent to taryn.human@katanning.wa.gov.au or mailed to PO Box 130 Katanning, WA 6317 by 4.00pm 11th December 2026.

The Shire of Katanning is an Equal Opportunity Employer and is committed to creating an equitable and diverse workplace.

We are actively encouraging people with disability, people from culturally diverse backgrounds and Aboriginal and Torres Strait Islanders to apply for available positions.

Peter Klein
CHIEF EXECUTIVE OFFICER

SHIRE PROFILE

Katanning is the regional centre for the Upper Great Southern Region of Western Australia and is located 283kms south east of Perth.

The Shire of Katanning has 7 elected members and employs approximately 65 staff. Emphasis is placed on working together and recognising that every individual, regardless of the type of work they do, makes a valuable contribution to building a better community for Katanning.

The town has a range of key facilities including supermarkets, cafes, retailers, regional hospital, childcare, primary schools, senior high school and TAFE.

The Shire of Katanning is undertaking several transformational projects including the development of a new welcome precinct and visitor facilities, man-made lake and residential land development.

Significant industries include the sheep saleyards, CBH grain handling facilities, export abattoir, major transport operators and agribusinesses.

Katanning is a true multicultural community, featuring over 40 language groups. Katanning is a harmonious community, embracing different cultural and religious backgrounds. One of the highlights of the year is the Katanning Harmony Festival where everyone comes together to learn about the various cultures in town – food, entertainment, personal stories and shared experiences.



COUNCIL INFORMATION

COUNCIL

Shire President: Cr Kristy D'Aprile
Deputy Shire President: Cr Ian Hanna

Councillors:
Cr John Goodheart
Cr Matthew Collis
Cr Gemma Trolove
Cr Danny McGrath
Cr Paul Totino

Office:
52 Austral Tce
KATANNING WA 6317

Postal:
PO Box 130
KATANNING WA 6317

Email: admin@katanning.wa.gov.au
Website: www.katanning.wa.gov.au

Telephone: (08) 9821 9999

COUNCIL STATISTICS

Population:	4,500
Area:	1,518 km sq.
Distance from Perth:	283km
Length of Roads:	255km sealed, 528km unsealed
Local Industries:	Agribusiness, sheep saleyards, grain handling facilities, export abattoir, major transport operators.
Suburb & Localities:	Badgebup, Carrolup, Coblinine, Coyrecup and Ewlyamartup, Katanning

Council meets on the fourth Tuesday of each month.

POSITION DESCRIPTION

1. Position Identification

Title:	Plant Operator/Truck Driver – Mixed Duties
Position Number:	K078
Classification:	Local Government Industry Award 2020 Industrial Agreement
Base Level:	Level 3 - 4
Employment Basis:	Full Time
Section:	Construction and Maintenance
Department	Operations

2. Position Objective/Purpose

- To operate plant in support of Councils construction and maintenance activities including but not restricted to those listed under key responsibilities/duties.

3. Key Responsibilities/Duties

- To contribute towards the delivery of work both programmed and in response to needs undertaken by the Shire's operations team.
- Undertake float work.
- Operate heavy plant (incl. Grader, Backhoe, Loader, Excavator, HR Trucks).
- Excavate to line and level.
- Check levels.
- Excavate graves to given dimensions.
- Backfill graves.
- Assist with pipe laying to line and level.
- Advice trucks of parking to load.
- Load trucks.
- Tidy and level area.
- Advise and guide other members of the work team.
- Be aware of and watchful on underground and overhead services.
- To operate other plant when required.
- Carry out daily maintenance of plant being operated and report faults.
- To assist Works Crew when required.
- Manual labouring as required.
- Participate in training and toolbox meetings.

4. Records

- To produce accurate and legible records that reflect work done such as timesheets, leave forms and update of registers.

5. Behaviour and Conduct

- Perform duties efficiently, responsibly and ethically and in accordance with the Shire's Code of Conduct.
- Contribute positively to the team and support team efforts.
- Ensure that you maintain and enhance the reputation of Shire of Katanning at all times.

6. Work Health and Safety

- Perform work in a safe and healthy manner and abide by the Shire's and legislated safe work procedures, instructions and safety management practices.
- Must use, store and maintain items, equipment and facilities provided in the interests of safety and health (protective clothing, machine guards, first aid provisions etc.) in a manner in which he/she has been properly instructed.
- Must not wilfully interfere with or misuse items or facilities provided in the interests of safety and health of Council employees.
- Conform with the duty of care requirements ensuring their own safety and that of others through the prevention of any adverse acts or omissions.
- Correct or report unsafe situations, workplace incidents, accidents or damage, complete required electronic site documents (e.g. pre-start checklists and incident reports) via SiteDocs using a personal mobile phone, and use safety equipment and devices as specified.
- Participate in activities associated with the management of workplace health and safety.
- Use appropriate personal protective equipment as directed. Comply with the Shire's Risk Management Policy Procedures.
- Must comply with the Council Work Injury Management Programme.

7. Standard of Performance

- The required performance for the position will have been achieved when key roles and responsibilities under the control of the position are completed and acceptable to standard level in a timely, safe and efficient manner.

8. Organisational Relationships

- Responsible to Leading Hand/Plant Operator – Construction and Maintenance.
- Supervision of: No formal staff supervision.

9. Internal and External Liaison

Internal

- Chief Executive Officer
- Manager Operations
- Works Supervisor
- Leading Hands
- Plant operators and other relevant Shire staff and contractors

External

- Service providers
- The public shareholders

10. Level of Authority

- May be responsible for the supervision and limited guidance of a small work group for projects designated by the Leading Hand or Works Supervisor.
- Works may be in either an individual capacity or in a team environment.
- Responsible for the quality and completion of own work subject to routine direction.

- Responsible for materials, tools, equipment and minor plant in their use.
- Responsible for quality control/assurance procedures, including recognising quality deviation/faults.

11. Selection Criteria

- Ability to work as part of a team.
- Broad operator skill base for safe and efficient.
- Good communication skills, including oral skills and basic written skills.
- Desire to continuously improve and gain additional skills.
- Competent in operator, maintenance of equipment.
- Ability to operate effectively and contribute in a team environment.
- Previous Experience in civil works
- Previous Experience in Local Government operations highly regarded.
- Drivers Licence – HR
- White Card – already hold or willing to obtain prior to onboarding
- Basic competence in using a mobile phone to complete electronic site documents, and willingness to use a personal mobile phone for this purpose.

12. References

The details of two referees will be requested during the application process.

REMUNERATION DETAILS

EMPLOYMENT CONDITIONS

Location	The position is based at the Shire of Katanning Depot.
Industrial agreement	Local Government Industry Award 2020 Industrial Agreement, Level 3 -4
Salary	Up to $30.14 per hour depending on qualifications and experience. Plus a level 2 working condition allowance of $1.47
Employment Basis	Permanent full time – 76 hours a fortnight.
Superannuation	Superannuation of up to 15% based on 12% superannuation guarantee contributions and up to an additional 3% contingent upon the employee contributing 5%. Salary Sacrifice is available on the employee's contributions.
Annual leave	4 weeks leave paid annually.
Personal/carer's leave (recognised as sick leave) **Compassionate Leave**	Paid personal leave is available to employees for Illness or injury. Caring for immediate family or house hold members who are ill and require care 2 days paid leave per occasion for: Spending time with a member if an immediate family or household who has a serious illness or injury. Death of a member of immediate family
Long Service Leave	Thirteen (13) weeks after ten (10) years of continuous Local Government service, transferable between Local Authorities in Western Australia.
Clothing allowance	3 sets of uniform per financial year.
Probationary Period	A three (3) month probationary period is applicable to this position. At the successful completion of this period, your permanency will be confirmed by the Chief Executive Officer.
Pre-Employment Medical	All new staff are required to complete a pre-employment medical prior to commencement. Full documentation for the requirements of the position will be given to the Medical Practitioner prior to examination and costs will be paid for by the Shire of Katanning. Existing medical conditions will not preclude an appointment.
Closing date	**4.00pm, 11 December 2026.** **In the interest of fairness and equity, late applications will not be accepted.**

SELECTION CRITERIA

Plant Operator/Truck Driver – Mixed Duties

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- Ability to operate effectively and contribute in a team environment.
- Previous Experience in civil works
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- Drivers Licence – HR
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***To be considered for this position applicants must address the Selection Criteria.**

INFORMATION FOR APPLICANTS

Applicants who meet the essential criteria and who from their application appear to be competitive will be short listed for interview. This decision will be based on the information that is relevant to the position that you provide in your application. Your application should include the following information:

Covering letter:
A covering letter introducing yourself and explaining why you are applying for this position.

Selection Criteria Responses:
This is the most important part of your application. To be eligible for consideration, a person must meet all the essential selection criteria as part of the shortlisting process.
This should include demonstrated capabilities by providing evidence of how you meet the selection criteria; provide specific details; and where possible, include an indicator of success or a result.
An easy way to do this is to use the STAR model - that is:
Situation: provide a brief outline of situation /setting
Task: outline what you did
Approach: outline how you did it
Result: describe what the outcomes were

Resume (curriculum Vitae) which includes:

- Personal details – name, address and telephone number
- Your education and training achievements.
- Your work history including employment dates and details of the duties, performance and achievements.
- Any activities you have undertaken outside of work, which you consider are relevant to the position.

Other Documents (optional):
It is recommended that only copies of supporting documents be enclosed with your application so as to avoid loss or damage to originals. Nonetheless, the Shire will require the provision of evidence of all claimed qualifications prior to commencing employment.

Referees:
Referees should be contacted for approval prior to being listed in your curriculum vitae/resume as they may be contacted. It is desirable that one referee be your current or a recent supervisor/manager.
Provide names, work addresses and current contact telephone numbers for each referee.
Only referees that are able to comment on your work experience (preferably against the selection criteria) should be included.

Contact Details:
Please provide a convenient telephone number and/or email address so that you can be contacted if you are invited for an interview, or if there are any queries regarding your application.

Lodging your Applications:

The closing date is **4.00pm 11th December 2026.**

Email: taryn.human@katanning.wa.gov.au
By Hand: Shire of Katanning Administration Building, 52 Austral Terrace, KATANNING
Attention: Peter Klein, CEO
Post: PO Box 130, KATANNING WA 6317

In fairness to all applicants, late applications cannot be received unless permission has been sought prior to closing date.