

**Position Title: Civil Construction Apprentice**

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| Reporting to | Operators, Senior Operators, Project Managers |
| Direct Reports | N/A |
| Liaises with internally | Workshop staff  Site staff |
| Liaises with externally | N/A |
| Purpose of the Position | Acquire skills through on the job training and VET study and apply those skills by assisting in Civil Construction activities.  Assist in the operation and maintenance of plant and equipment, including grader, excavators, loaders, rollers, water truck and backhoes in a safe and efficient manner. |
| Essential Criteria | 1. Strong desire to learn and develop skills in operating Plant and other Civil Construction equipment 2. Willing to work remotely on a 3 on, 1 off roster 3. Industry Construction White Card 4. NT Driver's License 5. Aptitude in use of hand tools, power tools and other equipment 6. Punctual and reliable 7. Excellent communications skills 8. Assist in day to day requirements of the worksite and camps including cleaning machinery, etc 9. Ability to work effectively as a part of a team, and maintain a positive and enthusiastic approach under times of pressure 10. Willingness and ability to work in compliance with applicable Health & Safety, Environmental and Quality legislation/regulations. 11. Willingness and ability to complete relevant trade qualifications in a timely manner. |
| Preferred Criteria | 1. Some on-the-job experience with the Civil Construction industry 2. Some mechanical knowledge |
| Behaviours Required | 1. Work well in a team environment 2. Demonstrate excellent work ethics and flexibility 3. Work within time constraints without compromising high standards 4. Always be honest and trustworthy 5. Plan ahead and show initiative 6. Willing and able to learn new skills and utilise them on the job, and/or undergo training as required |

**Tasks and Responsibilities**

**For the Job**

1. Undertake the training required for relevant Trade Qualification, and complete all competencies to required standards
2. Under direction:

Civil Construction:

Assist with the operation of a range of plant and equipment to successfully complete the required job, including but not limited to:

* Backhoes
* Excavators
* Loaders
* Water Truck
* General Tools

1. Under supervision, operate any item(s) of plant that may be required on a day to day basis provided appropriate qualifications are held.
2. Ensure that work is carried out in accordance with the relevant health and safety, quality and environmental standards and company risk assessments/work instructions.
3. Undertake daily maintenance of item(s) of plant and equipment operated as directed.
4. Undertake general labouring/operational duties when required
5. Work as part of a team to achieve outcomes, and co-operate with co-workers in creating smooth work flow, including assisting with each other’s work, when necessary
6. Undertake other duties as required by supervising plant operator and/or Mechanic/Workshop Supervisor

**For the Workplace**

1. Adhere to company policies, and demonstrate a commitment to them
2. Adhere to workplace health and safety policies, and proactively contribute to maintaining a safe and clean work environment
3. Display a positive attitude and be an active member of the team
4. Treat others with respect.
5. Demonstrate and maintain high standard of personal presentation and conduct
6. Follow direction provided by senior management

I hereby understand the requirements of the position and will fulfil the obligations required of the tasks, responsibilities and needs of Aldebaran Contracting.

Name Date