



ANABRANCH
BURONGA
COOMEALLA
CURLWAA
DARETON
ELLERSLIE
GOL GOL
MONAK
PALINYEWAH
POMONA
POONCARIE
RUFUS RIVER
TRENTHAM CLIFFS
WENTWORTH

Candidate Information

**Labourer/Plant Operator
(Civil Projects & Maintenance)**

Join Wentworth Shire Council for a career in a progressive, community-focused work environment that prioritises the interests of the Shire. Wentworth Shire Council is committed to becoming a child safe organisation by embedding the NSW Child Safe Standards across our organisation. An advocate of Equal Employment Opportunity, Council offers outstanding working conditions and a team-oriented, positive culture.

Employees at Wentworth Shire Council are provided with a range of benefits:

- ▶ Accrued Rostered Days Off throughout the year (for eligible roles), in addition to four weeks of Annual Leave
- ▶ Long Service Leave entitlements after five years of service
- ▶ Professional development opportunities

Applications are encouraged from individuals of all backgrounds, including Aboriginal and Torres Strait Islander peoples, people of different ages, those with disabilities, and members of the LGBTIQIA+ community, as well as candidates from various cultural and linguistic heritages.

Wentworth Shire, home to about 8,000 residents, offers a unique lifestyle by the Murray and Darling Rivers. A place of natural beauty and outdoor activities, the Shire is ideal for families. Nearby Mildura provides additional amenities and cultural experiences. This balance makes Wentworth Shire an attractive location for living, working, and exploring.

For further information on advertised positions and details on how to apply, contact Glen Norris, Manager Human Resources:
P: (03) 5027 5027
E: humanresources@wentworth.nsw.gov.au

At Wentworth Shire Council, we value:

Honesty & Integrity

- ▶ We deliver on commitments
- ▶ We act ethically

Accountability & Transparency

- ▶ We take responsibility for our actions
- ▶ We communicate openly and respectfully with our community

Respect

- ▶ We act professionally towards our community and our colleagues

Quality & Commitment

- ▶ We do our best to provide the highest standard of goods and services to our community
- ▶ We are responsive to the needs of our community and always look for ways to better serve our community
- ▶ We are dedicated to fulfilling the Shire's vision and goals



If you require assistance reading and understanding this document, please contact the Translating and Interpreting Service on 131 450 and ask them to call Wentworth Shire Council on 03 5027 5027.

Labourer/Plant Operator (Civil Projects and Maintenance)

Directorate	Roads and Engineering
Location	Wentworth
Classification/Grade/Band	OP Band 1, Level 4, Step 3
Position Code	R2026/18
Date position description approved	December 2020

Council overview

The Wentworth Shire Council region is made up of the following towns and irrigation areas; Wentworth, Dareton, Coomealla, Pomona, Mourquong, Monak, Trentham Cliffs, Pooncarie, Buronga, Gol Gol, Ellerslie and Curlwaa. Some of these towns are classified as villages, and the entire population of nearly 8,000 people is spread across approximately 26,000 square kilometres, making our region one of the most sparsely populated rural council areas. Wentworth Shire Council manages one of the largest road networks in New South Wales (NSW), responsible for maintaining 2139 kilometres of roads, with over 519 km of these sealed. The Wentworth Shire Council Chambers, main office and works depot, library, town hall and Visitor Information Centre are all located in Wentworth.

Council values

- Honesty and Integrity.
- Accountability and Transparency.
- Respect.
- Quality.
- Commitment.

Primary purpose of the position

This position is responsible for all aspects of Civil works undertaken within the Wentworth Shire Council.

Duties

- Concrete work including footpaths, kerb and guttering.
- Drainage construction and associated maintenance works including laying of pipes.
- Traffic Management duties as required on individual projects or construction and maintenance activities.
- Other duties as required that may include the operation of other plant and equipment where suitably licensed and experienced.
- Carry out Aerodrome Reporting Officer duties as requested.
- Carry out Cemetery duties, including grave digging.
- Carry out line marking and associated works.
- Carry out sign maintenance and installation.
- Accurately record accomplishments on timesheets, plant sheets and daily running sheets.
- Report an observed faults or defects to any Council assets to the Supervisor as soon as reasonably possible.
- Complete administrative duties accurately and within specified time periods.
- Ensure that all assigned tasks are carried out in a safe and timely manner in accordance with Work Health and Safety procedures.
- Carry out duties as directed within the scope, skill and competence level of the position.
- Undertake all identified training requirements associated with the position.

Key dimensions

Reports to

- Team Leader Civil Projects and Maintenance

Key Selection Criteria – Essential requirements

- Demonstrated experience with the operation and maintenance of a range of plant and machinery, including but not limited to front end loaders, skid steers, backhoe and excavator.
- Current and valid HC truck licence.
- Demonstrated experience in concreting (including footpaths, kerb and guttering), drainage works/construction, cemetery duties and general civil works.
- Ability to work overtime and away from home from time to time.
- Prior experience working in a team environment along with the ability to work unsupervised.
- Construction Induction Card.
- Ability to operate a pocket PC to record asset maintenance activities.





Key Selection Criteria – Desirable requirements

- Current first aid certificate.
- SafeWork Traffic Control Training Card.

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	Intermediate
	Display Resilience and Adaptability	Foundational
	Act with Integrity	Foundational
	Demonstrate Accountability	Foundational
 Relationships	Communicate and Engage	Foundational
	Community and Customer Focus	Intermediate
	Work Collaboratively	Foundational
 Results	Influence and Negotiate	Foundational
	Plan and Prioritise	Foundational
	Think and Solve Problems	Foundational
	Create and Innovate	Foundational
 Resources	Deliver Results	Intermediate
	Finance	Foundational
	Assets and Tools	Intermediate
	Technology and Information	Foundational
	Procurement and Contracts	Foundational

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	Intermediate	<ul style="list-style-type: none"> Understand what needs to be done and steps up to do it Pursues own and team goals with drive and commitment Shows awareness of own strengths and weaknesses Asks for feedback from colleagues and stakeholders Makes the most of opportunities to learn and apply new skills
Relationships Community and Customer Focus	Intermediate	<ul style="list-style-type: none"> Identifies and responds quickly to customer needs Demonstrates a thorough knowledge of services provided Puts the customer and community at the heart of work activities Takes responsibility for resolving customer issues and needs
Results Deliver Results	Intermediate	<ul style="list-style-type: none"> Takes the initiative to progress own and team work tasks Contributes to the allocation of responsibilities and resources to achieve team/project goals Consistently delivers high quality work with minimal supervision Consistently delivers key work outputs on time and on budget
Resources Assets and Tools	Intermediate	<ul style="list-style-type: none"> Uses a variety of work tools and resources to enhance work products and expand own skill set Ensures others understand their obligations to use and maintain work tools and equipment appropriately Contributes to the allocation of work tools and resources to optimise team outcomes

EXECUTIVE LEADERSHIP REPORTING STRUCTURE

Our Organisational Structure is designed to deliver on the Community's Strategic Objectives as outlined in the Community Strategic Plan 2026-2036.

Commenced journey with Council in November 2002.



KEN ROSS

GENERAL MANAGER

Appointed to role in May 2019

OFFICE OF THE GENERAL MANAGER

BUSINESS SUPPORT

- Advocacy
- Civic Service
- Executive Services
- Marketing & Communications
- Mayor & Councillor support

HUMAN RESOURCES

- Human Resources recruitment
- Organisational training & development
- Work Health & Safety
- Workplace & Industrial relations

BUILDING SURVEYING/ ENVIRONMENTAL HEALTH

- Bonds and Permits
- Building Certification
- Food Safety – annual inspections & temporary permits
- Public Health/Skin Penetration/Cooling Towers/UPSS

COMPANION ANIMALS

- Barking Dogs
- Nuisance/Aggressive Dogs
- Rehoming
- Shelter Management

COMPLIANCE/REGULATORY SERVICES/ LOCAL LAWS

- Alcohol Free Zones
- Development compliance
- Education & enforcement
- Noise
- Pollution & contaminated land

DEVELOPMENT ASSESSMENT

- Development Determinations
- Planning Portal management & assistance
- Pre-lodgement advice

RESERVES & LAND TENURE

- Acquisition of land
- Crown land manager
- Native Title

STRATEGIC DEVELOPMENT

- Heritage Protection & Advice
- Planning Proposals & LEP Amendments
- Strategic Planning Projects & Strategies

Commenced journey with Council in November 2008.



SIMON RULE

DIRECTOR

Appointed to role in May 2014

CORPORATE SERVICES

CUSTOMER SERVICES

- Bridge lift bookings
- Cemetery reservations & burials
- Customer enquiries
- Receipting (rates, water accounts, applications)
- Venue hire bookings

BUSINESS & COMMUNITY SERVICES

- Economic & Community Development
- Events
- Library
- Tourism
- Visitor Information Centre

FINANCE & ACCOUNTING

- Accounts payable/receivable
- Accounting services
- Payroll
- Procurement
- Rates

INFORMATION TECHNOLOGY

- Business continuity
- Cyber security
- End-user support
- Geographic Information Systems (GIS)
- Hardware/software/maintenance acquisition

RECORDS

- Record management

RISK & GOVERNANCE

- Audit, Risk & Improvement Committee
- Corporate Compliance
- Corporate Strategic Planning & Reporting
- Internal Audit
- Risk management

STORES

Commenced journey with Council in November 2016.



GEOFF GUNN

DIRECTOR

Appointed to role in August 2019

ROADS & ENGINEERING

ENGINEERING TEAM

- Assets
- Engineering services
- Infrastructure
- Technical Services
- Water & Waste Water

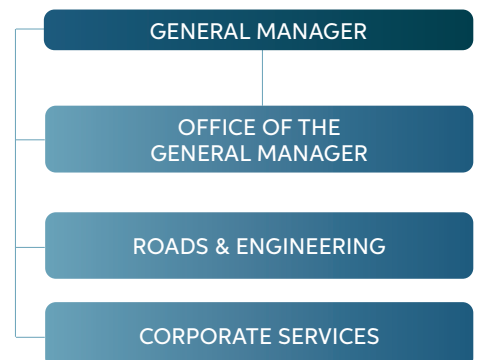
WORKS TEAM

- Aerodrome operations
- Building maintenance
- Civil Works
- Fleet/Workshop
- Landfill/Waste
- Operations
- Parks & Gardens
- Roads



REPORTING STRUCTURE

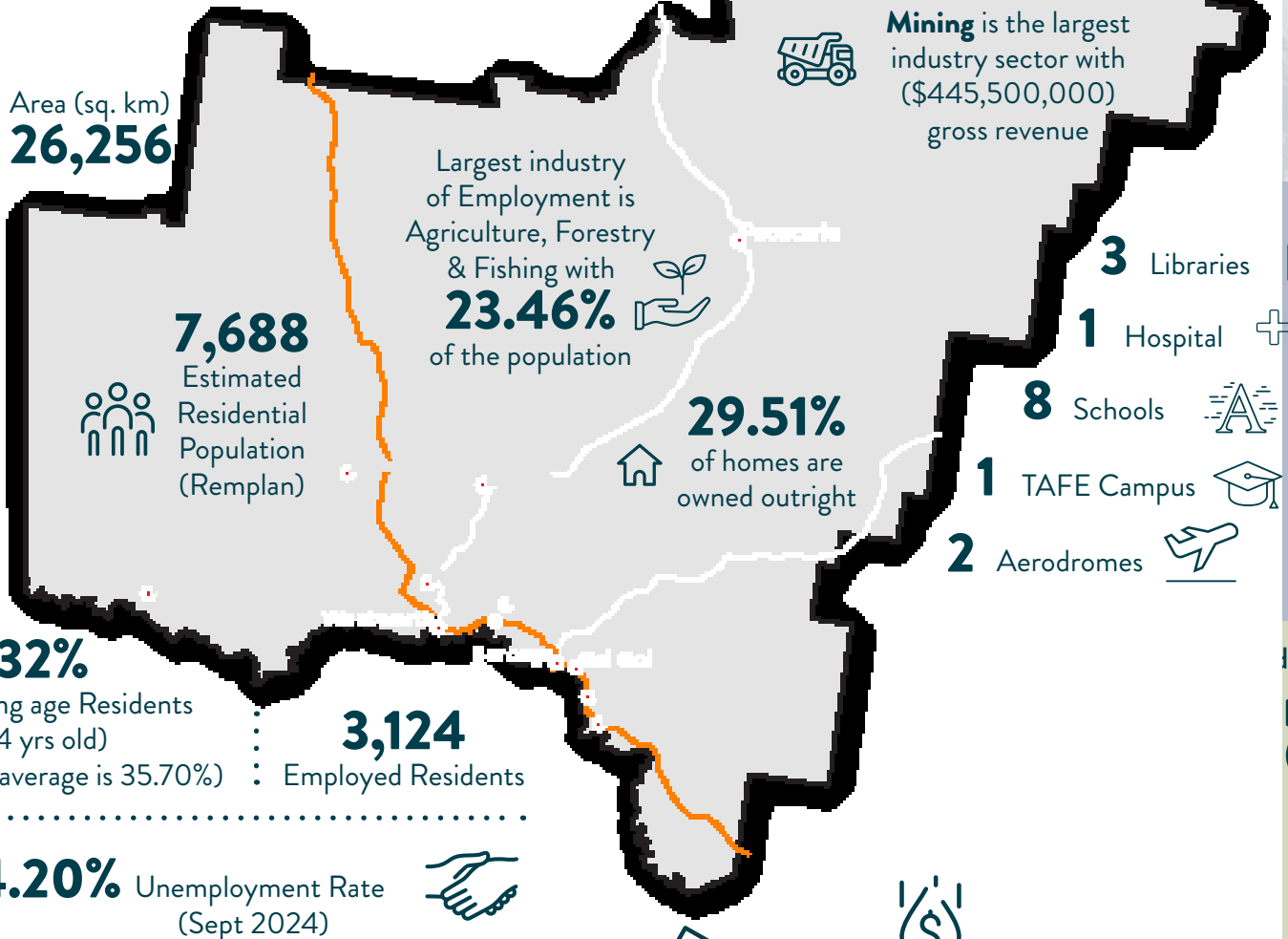
As at 14 November 2025



Wentworth at a glance



8.40% of our population identify as Aboriginal or Torres Strait Islander (State average is 3.44%)



Year 12 education as the highest form of education

Wentworth Shire residents

31.40%

vs.

Other areas of NSW

21.40%

\$95,330 per capita Gross Regional Product

The individual median wage is **\$696** per week with **16.25%** of people earning over **\$1,500** per week.

43 years old

is the Median Resident age (State median is 39)

29.62% of Residents are aged under 25 (State average is 30.03%)

20.77% of Residents are aged over 65 (State average is 17.65%)



25.07% of families earn over \$130,000 vs. state average of 37.59%

1,360km of unsealed road



Contact

-  **Main Service Centre**
61 Darling Street, Wentworth
-  **Postal Address**
PO Box 81, Wentworth NSW 2648
-  **(03) 5027 5027**
-  **council@wentworth.nsw.gov.au**
-  **wentworth.nsw.gov.au**

Have Your Say:
engage.wentworth.nsw.gov.au