



## Position Details

<b>Position title:</b>	<b>Street Cleansing Labourer</b>
<b>Award Classification:</b>	Band 2
<b>Department:</b>	Operations & Infrastructure
<b>Division:</b>	Waste & City Maintenance
<b>Date Approved:</b>	February 2026
<b>Approved By:</b>	Head of City Operations

### Organisational Relationships:

<b>Reports To:</b>	Supervisor Street and Beach Services
<b>Supervises:</b>	N/A
<b>Internal Stakeholders:</b>	Council Employees and Managers, Executive Team and Councillors
<b>External Stakeholders:</b>	Residents, members of the public, government representatives, Statutory Authorities, clients, suppliers, consultants, and Contractors. community groups

## Position Objectives

- Maintain a high standard of street, beach and drain cleaning services within the municipality of Port Phillip
- This position is an operational role responsible for working with the Supervisors of the Port Phillip Street and Beach Services unit to enable the efficient operation of the service

### Key Responsibilities and Duties

- Perform manual handling tasks such as lifting, digging, raking, sweeping, using mechanical tools and backpack blowers
- Operate vehicle and tow plant as required in a safe, competent, and responsible manner in accordance with the Road Traffic Regulations
- Maintain roads, streets, beaches and drains within the municipality of Port Phillip



- Ensure that mechanical and hand tools are used correctly and in a competent manner and are returned to the store daily
- Ensure appropriate safety and protective equipment is worn, including sunscreen, and ensure all works are performed in a manner that does not place yourself or others at risk
- Ensure the vehicle in use is maintained in good condition and any defects are reported to the Workshop and are entered into the vehicle complaints register
- Check the vehicle for water, oil, and tyre pressure daily and complete vehicle checklist
- Participate in induction and training programs as required
- Maintain good relations with the public, other Council departments, tradesmen and service Authorities and promote a good image as a unit and as Port Phillip Street and Beach Services
- Other duties as directed within the skills and abilities of a position at this level
- Operation of all equipment required to complete tasks including but not limited to industrial vacuums, pressure cleaners, blowers, hand rakes, shovels and brooms

## Accountability and Extent of Authority

- Perform maintenance duties as directed by the Supervisor/Coordinator within Street and Beach Services guidelines to meet the required service levels and standards through the performance of day to day on the job tasks
- Accountable for the quality of work performed on streets, beaches and drains within the municipality of Port Phillip
- Receives direct and/or routine supervision and receives direction as to the task(s) to be performed and the procedure to be followed but may exercise limited discretion in applying established practices and procedures
- May assist others in the supervision of work of the same band
- May provide on-the-job training based on their skill and experience

## Judgement and Decision Making

- Undertake tasks that are clearly defined and subject to established procedures
- Resolve minor problems that arise through day-to-day operations

## Specialist Skills and Knowledge

- Capable of working to Street and Beach Services guidelines and procedures
- Safe and competent operation of medium mechanical plant
- Safe and competent driving of vehicles not more than 13.9 tonnes GVM



- Extensive experience in operations of a medium rigid vehicle/plant, undertaking safe and competent operations of all council vehicles and equipment
- Capable of working to a program maintenance cleansing plan
- Basic administrative and professional skills

## Management Skills

- N/A

## Interpersonal Skills

- Good verbal and written communication skills
- Ability to communicate effectively with management, staff and customers with regards to information needs
- Excellent customer service and public relation skills
- Have a positive and committed work ethic
- Ability and willingness to work as an effective member of a team.

## Qualifications and Experience

- Current drivers licence required with a Medium Rigid endorsement desirable.
- Relevant work experience in a driving and labouring roles

## Mandatory Requirements

- Victorian Driver Licence and VicRoads Licence verification

## Child-Safe Standards

- Maintain a child safe culture at City of Port Phillip by understanding and activating your role in preventing, detecting, responding and reporting suspicions of child abuse to the relevant authorities by adhering to relevant City of Port Phillip policies and relevant legislation.

## Occupational Health and Safety Responsibilities

- All employees of City of Port Phillip are responsible for maintaining and ensuring the OHS programs in their designated workplace as required by the Occupational Health and Safety Act 2004. Where applicable this includes taking every reasonably practicable step to ensure the health and safety of employees, contractors, visitors, and members of the public through



identifying hazards, assessing risk, and developing effective controls within the area of responsibility and by adhering to relevant City of Port Phillip policies and legislation. Our leaders are responsible for championing and enhancing safety in our organisation.

## Diversity and Equal Employment Opportunity

- The City of Port Phillip welcomes people from diverse backgrounds and experiences, including Aboriginal and Torres Strait Islander peoples, people from culturally and linguistically diverse (CALD) backgrounds, LGBTIQ+, people with disability, as diversity and inclusion drives our success. Our leaders are responsible for championing and enhancing diversity and inclusion in our Organisation and City.

## Security Requirements and Professional Obligations

Pre-employment screening will apply to all appointments.

Prior to a formal letter of offer, preferred applicants will be asked to provide:

- Evidence of mandatory qualifications/registrations/licences,
- Sufficient proof of their right to work in Australia
- Sufficient proof of their identity.
- Complete a National Police Check completed **via** City of Port Phillip's Provider.
- Be required to undertake a pre-employment medical check (at the cost of the council)

## Key Selection Criteria

- Knowledge of safe Manual Handling Techniques and Occupational Health and Safety standards
- Holder of a current driver licence required with VicRoads Licence verification
- Good verbal and written communication skills, excellent customer service knowledge
- Ability to communicate effectively with management, staff, and customers with regards to providing information relevant to the role
- Ability to work without supervision and positively contribute to the team under routine supervision
- Previous experience in a high pace manual labouring role is required
- Demonstrated ability to plan, prioritise and organise work on an individual basis, understand service level agreements and operation service programs



# Position Description

PD Street Cleansing Labourer Feb 2026

*City of Port Phillip celebrates a vibrant and diverse work environment and community, which includes people of Aboriginal and/or Torres Strait Islander background, people of diverse sexual orientation and gender, people from culturally and linguistically diverse backgrounds and people of varied age, health, disability, socio-economic status, faith and spirituality. Employees are able to develop both professionally and personally whilst planning and delivering a range of important services and programs to the community.*

## Our values

Working together  
Performance

Creative and strategic thinking  
Courage and integrity

Personal growth  
Accountability, Community First