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| *NOTE: This job description is not intended to be all-inclusive. Employee may perform other related duties as negotiated to meet the on-going needs of the organization.* |

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| Key Responsibilities:  |
| * Carry out pre-use checks on plant / equipment at the start and end of each working day.
* Ensure that all defects are highlighted, addressed and actioned immediately to eliminate any risk of accident/injury/mechanical breakdown.
* Work safely and in line with written Standard Operating procedures and risk assessments.
* Assist colleagues to deal with hazards and risks.
* Responsible for good housekeeping in work area.
* Report all incidents / accidents immediately.
* Update all paperwork to reflect status of work at end of each shift.
* Ensure the application of all relevant environmental/safety procedures in the performance of assigned tasks and report any non-conformities to immediate supervisor.
* Ensure that all certification you are required to hold to operate any piece of machinery/equipment is valid, in date and renewed when necessary.
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| Other Duties: |
| * Adhere to Company policies and procedures and actively encourage others to follow them at all times.
* Contribute to creating and maintaining a positive work environment to make John Lawrie Group a pleasant place to work.
* Actively identify ways that the working environment can be improved and suggest these to management.
* Identify any areas where there are weaknesses and identify these to management.
* Assist in ensuring a fully adequate, operational and professional layout and impression towards internal and external personnel and clients.
* Undertake mandatory and other training with regard to the changing requirements of the role.
* Communicate roles, expectations and accountabilities initially, at new assignments and on a regular basis.
* Take personal responsibility of PPE issued
* Adhere to general Terms and Conditions of Employment.
* Adhoc duties as and when required.
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| **Capability Profile:** |
| * Work in outdoor environment
* NPORS Operator experience
* Hook Loader experience
* Skip Truck experience
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| Place | Date | Name | Signature Line Manager |

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| Place | Date | Name | Signature Employee |