



KOKATHA MINING SERVICES

JOB SPECIFICATION

Job Title:	Team Leader – Grader Operator - Road Maintenance
Classification:	Civil Construction Worker - Level 5
Reporting to:	Site Supervisor
Hours:	10 hours day shift
Location:	Carrapateena Mine areas

POSITION OVERVIEW

This position with Kokatha Mining Services (KMS) will initially see the Team Leader actively leading a road maintenance team responsible for repairs and maintenance of the roads network associated with the OZ Minerals Carrapateena mine site. It is a DIDO role on a 5/2 roster, where Monday to Friday is spent accommodated at Carrapateena and travel to/from Carrapateena is provided out of Port Augusta.

The role includes a full range of duties with the majority of the time being spent operating plant and machinery to perform road maintenance tasks. This position also includes a leadership role for the Road Maintenance Contract, including supervision of road maintenance Operators and some on-site management of contractual requirements for KMS.

OZ Minerals Carrapateena mine is accessed from the Stuart Highway by the “Southern Access Road” (SAR) where a significant road maintenance regime is established. Approximately 50km of the SAR is a gazetted public road (from the Stuart Highway to the Pernatty Homestead), under the care and control of the Commissioner of Highways. OZ Minerals, under a current Deed with the Commissioner, operate and maintain the public section of road, as well as the private section of the road.

In addition to the Southern Access Road, OZ Minerals contracts Kokatha Mining Services to maintain and/or improve other areas of the Carrapateena road network including the Western Access Road; the access road to the radial and northern bore fields; truck turnaround areas; carparks at site; laydown areas; and any other road, track or area directed by OZ Minerals from time to time.

1. Activities

The Team Leader will perform a number of activities on a daily basis, under direction from the Operations Manager. These activities will include but are not limited to the following:

- Carry out daily pre-start checks for vehicles and plant and carry out daily/weekly maintenance
- Ensure relevant reports and records are completed to record details of road maintenance activities and daily tasks undertaken.
- Liaise with OZ Minerals staff to ensure road maintenance requirements are addressed in a timely manner and in accordance with contractual obligations
- Conduct regular safety checks on plant, machinery and work procedures, with operators and site supervisor
- Machine operating work including operation of grader, rollers, water-carts and other plant and machinery as required
- Ensure traffic control plans and actions are actively implemented across the worksite
- Ensure use of traffic control signage and management of traffic movements throughout the worksite
- General labouring duties associated with maintenance of roadside infrastructure

- General maintenance and cleaning of vehicles, plant and equipment. Maintaining work areas in clean and tidy condition.
- Participate in safety training, safety audits and contribute to ongoing reviews of safe systems of work.
- Liaise with Site Supervisor to address changing needs and conditions of the Road Maintenance Scope of Works.
- Liaise with the Site Supervisor to ensure compliance with safe work procedures and safety management plan.
- Allocate work to road maintenance Operators on site and schedule workloads in accordance with instructions given by the OZ Minerals project representative.
- Ensure road maintenance operators are competent in all aspects of the work involved in carrying out operational requirements.
- Liaise with OZ Minerals staff to determine priorities for road maintenance within the shift cycles.
- Ensure site documentation is kept up to date and provided to OZ Minerals and KMS site supervisor as required.
- Advise KMS site supervisor of any earthwork opportunities identified at Carrapateena.
- Provide guidance and supervision for ticketed operators to gain the necessary experience.
- Other duties as may be required from time to time to fulfil the needs of the Road Maintenance Contract at Carrapateena.

2. Outcomes required

- Road maintenance to be conducted in accordance with OZ Mineral's Scope of Works.
- Vehicles, plant and equipment are kept clean and properly maintained daily
- Contribution to continuous improvement of the Road Maintenance Contract through observing potential needs and opportunities for road maintenance across the site.
- Reporting to OZ Minerals and KMS meets pre-determined roadworks deadlines and contains accurate and relevant information.
- Attendance/participation at toolbox meetings and pre-start shift meetings on the worksite

3. Grader Operation specific duties:

Road maintenance shall be conducted in accordance with this KMS Road Maintenance Plan and the OZ Minerals Asset Management Plan or as directed by OZ Minerals and may consist of any or all of patrol maintenance, light formation grading, medium formation grading and heavy formation grading of pavement and shoulders or other items as directed by OZ Minerals.

Wet Maintenance

Wet maintenance covers the day to day activities required for the upkeep and preservation maintenance on unsealed road carriageways and road reserves. The wet maintenance includes the maintenance of roadside furniture such as the signs and grids.

Light Formation Grading of Pavement and Shoulders

Light formation grading consists of an initial cut with the grader blade of 25 mm to windrow material for possible later back-spreading the material. Light grading is best carried out when conditions are suitable, such as shortly after water cart or rain when gravel is moist. Surface defects should not yet be as severe as tolerability level and will, therefore, be improved by being filled with windrowed material. Any loose or shoved gravel shall be spread in the process. Care shall be taken to retain the existing road shape and existing thickness of wearing course gravel. Light grading is essentially a smoothing activity to restore ride quality, but if not done at a suitable time, the treatment may be short-lived.

Medium Formation Grading

Medium formation grading including water plus compaction is carried out where surface defects are close to the tolerability level (and more severe than when light grading is carried out), but

defects are not so deep as to warrant deep scarifying (ripping) of the pavement and shoulders. The other prerequisites are that formation shape should be generally satisfactory, and existing gravel thickness is 50 mm or more, with no bare patches of road subgrade.

Medium grading consists of an initial cut of 50 mm to windrow sufficient gravel to enable a back-spread layer of at least 50 mm (or twice the nominal size of wearing course gravel, whichever is the greater) to be watered and compacted. Water sprayers and both steel drum and multi-tyred rollers are to be used.

Heavy Formation Grading

Heavy Formation Grading including ripping pavement material to a minimum depth of 100 mm of wearing course gravel as directed. As an alternative if the pavement has adequate strength a wearing course may be only 50 mm thick on top of a structural base course.

As with medium formation grading, water sprayers, steel drum roller and multi-tyred roller are to be used. During reforming care has to be taken to avoid any mixing of subgrade with gravel that may lead to an inferior surface.

All Grading

For all grading activities (light, medium and heavy), grading shall be carried out working from outside edges towards the crown. On the inside of curves, it is important to keep the shoulder level up and avoid water ponding on the inside edge of shoulder. On the outside of curves, superelevation must continue to edge of formation and not rolled over with loss of material and reduced safety.

On no account is there to be a final pass down the centre of the road with a horizontal blade to remove the crown.

Where drainage is specified to be attended to in conjunction with grading table drains shall be cleaned where accessible by the grader to allow for the free flow of water to culverts and other outlets. Other outlets and cut-off drains shall also be cleaned to carry water away from the road.

On completion of formation grading, the work site shall be left in a neat and tidy condition, tussocks and root-balls shall be removed, any loose gravel on verges will have been salvaged by working into the pavement and the shoulders are to be left free from sticks and rubbish is to be cleaned from drains.

4. Reports to

KMS Site Supervisor

5. Selection Criteria

Tickets

- HC Licence - essential
- Grader Ticket - essential
- Loader Ticket - desirable
- Roller Ticket - desirable
- Excavator Ticket - desirable
- First Aid
- Work Zone Traffic Management Ticket or a willingness to obtain within 3 months

Skills & experience

- Minimum five years' experience in unsealed roads maintenance work, particularly wet maintenance
- Demonstrated ability to undertake 4 to 6 km of wet maintenance per day
- Ability to lead a four-person team, delegate work, comply with safe work procedures and assume responsibility for team performance.

- Legible handwriting and the ability to write simple reports
- Ability to operate grader to 'final trim' level
- Basic use of computer software including Microsoft Word and Excel
- Ability to solve problems and work with customers to find mutually acceptable solutions to issues as they arise.
- Ability to develop customer relationships
- Understanding of traffic control plans and signage to manage traffic movements within a worksite
- Ability to train plant operators on road maintenance methodology and equipment

APPROVAL/ACCEPTANCE

APPROVED BY: Cate Ballantyne	Date:
Position Title: Chief Executive Officer	Signature:

I have read and agree with this Position Description

ACCEPTED BY:	
Date:	Signature: