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Description automatically generated

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| **Construction Labourer**  **Position Description** | |
| **Purpose**  Position Descriptions are written statements that clearly describe the duties or task to be undertaken, including responsibilities of a particular job. The position description may also include information about working conditions, tools, equipment used, knowledge and skills needed possible relationships with other positions and health and safety requirements of the position and the organisation in general.  The Position Description is to be used as a reference document when assessing the workplace health and safety conditions at the worksite/s. | |
| **Employee Name: TBC** | **Date PD Issued: 16/04/25** |
| **Position: Construction labourer** | |
| **Host Employer: J&K Civil Construction** | **Supervisor: Jayde Taylor** |
| **Host Employer Address: 72 Woodland Drive Scarsdale 3351** | |
| **Westvic Staffing Solutions Recruitment and Labour Hire Consultant: Natalie Nayler** | |
| **Duties of Position:**  manual labour, moving soil and mulch from garden beds and preparing garden beds for soil and other products. | |
| **Tasks Involved:**   * Concrete forming * Load and unload materials and equipment required to complete construction projects * General construction labouring | |
| **Work Conditions:**  Usually work regular business hours although on some projects they may need to work longer hours, including weekends work on building sites and in commercial or residential buildings may work in wet, muddy, dusty, or noisy conditions, and may work in cramped spaces and at height. | | |

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| **Personal Requirements:**   * Enjoy practical work . * Able to work with your hands * Able to work as an effective team member * Hardworking, time efficient and reliable * Experienced in a construction setting |
| **Key Selection Criteria:** |
| **Qualifications and Licenses Required:** |
| **Workplace Health and Safety:**   * Follow Westvic Staffing Solutions’ and the Host Employer’s Workplace Health and Safety policies, procedures and workplace instructions * Co-operate with the Employer and Westvic Staffing Solutions with respect to any action taken by the Host Employer and Westvic Staffing Solutions to comply with any requirements to provide a workplace that is safe and without risks to health * Correctly wear and maintain items of personal protective clothing and equipment that are provided * Take reasonable care for your own health and safety and for the health and safety of anyone else that may be affected by your actions or omissions whilst at work * Report any incidents with in the workplace to the Host Employer and Westvic Staffing Solutions without delay. |
| **Additional Information**   * **Hours Per Week: N/A** * **Days per Week: M-F** * **Award / Agreement: Building & Construction General on-site** * **Superannuation: 11.5%** * **Commencement Hourly Rate: $33.39** |
| **Copy to : 🗌 Employee 🗌 Host Employer 🗌 Main File** |

**Position Description Acknowledgement**

All parties have received, reviewed and fully understand and accept the Position Description and the tasks and conditions included within.

**EMPLOYEE:**

Employee Name: TBC

Employee Signature Date\_\_\_\_/\_\_\_\_/\_\_\_\_\_

**HOST EMPLOYER:**

Host Employer Name: Jayde Taylor

Host Employer Signature: Date\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_

**WESTVIC STAFFING SOLUTIONS:**

Westvic Staffing Solutions Representative Name: Kelly Faulkhead

Westvic Staffing Solutions Representative Signature: Date\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_