

CITY AND ENVIRONMENT DIRECTORATE (CED)

POSITION DESCRIPTION

POSITION DETAILS

Position title: Ganger - Concrete	Location: Fyshwick
Classification: GSO 7	Reports to: Contract Manager and Team Leader - Concrete
Position number: P67255, several	Date last reviewed: 05 August 2025
Division: City Services	Position requirements: Refer compliance requirements contained within
Business unit: Works	

DIRECTORATE OVERVIEW

The City and Environment Directorate (CED) brings together the people, services and systems that shape Canberra's future. We are a new directorate with a bold purpose: to deliver smarter, more connected services that respond to the needs of our Territory and community.

CED was established to align planning and transport, improve efficiency of development decisions, support environmental management, consolidate city services operations, and strengthen how government connects with the community. Our work spans the natural and built environments, city and transport services, and regulatory and customer service functions.

We are here to:

- Deliver streamlined, customer-focused services.
- Align planning, transport and environmental stewardship.
- Consolidate operations for greater efficiency and impact.
- Make government services more accessible, transparent and trusted.

At CED, we put people and place at the centre of everything we do. Whether shaping policy, maintaining public spaces, designing transport networks or supporting regulatory access, our people contribute to a connected, inclusive and resilient Canberra.

DIVISION OVERVIEW

City Services Division

City Services delivers a wide range of services which Canberran's rely on every day. These include collecting recycling and rubbish removal, running public libraries, mowing open space, managing

our roads, footpaths and cycle paths. City Services also maintain many of Canberra's lakes, ponds, public open spaces, city places and urban trees. The Division also manages ACT NoWaste.

BUSINESS UNIT OVERVIEW

Roads ACT comprises five teams that work closely together to deliver a variety of asset management activities.

- The Road and Path Network business unit looks after maintenance of traffic signals, traffic operations, the road resurfacing program, community path network and car parks.
- The Environment and Utilities business unit undertakes maintenance work on bridges, other structures, dams, streetlighting, stormwater harvesting and the stormwater drainage network.
- The Works business unit undertakes predominantly in-house work, providing a 24/7 incident response service, street sweeping, lines and signs, roadside furniture, road grading, concrete and asphalt.
- The Infrastructure Planning business unit develops the capital works program for new assets and looks after strategic asset management planning, infrastructure services planning and technical standards/specifications for infrastructure.
- The Business Support team provides the overall administration requirements of Roads ACT.

POSITION PURPOSE

The primary responsibilities of the position are to lead path maintenance crews and contractors carrying out general path maintenance duties, with accountability for administration, productivity, efficiency, quality standards, work, health, safety systems and environmental requirements. Under limited supervision, you will be responsible for leading teams and oversee the work of the team, employing an independent approach and display a high degree of initiative.

DUTIES / RESPONSIBILITIES

1. Lead, supervise, plan, program, coordinate and participate in the activities of concrete work crews, including contractors, ensuring that daily activities are completed safely, efficiently and recorded accurately, to the required quality, safety and environmental standards.
2. Carry out instructions on daily work schedules and allocate resources to achieve targets, ensuring safety standards are met in line with work, health, and safety (WHS) and traffic management requirements.
3. Read and interpret plans, specifications and general construction conditions and implement these into work activities.
4. Complete and review daily costing/labour sheets for the crew and associated documentation for works and ensure a high quality of record-keeping is achieved.

5. Use in-field mobile device/computer to perform required data capture.
6. Conduct on-the-job training for new and existing staff members, in conjunction with the Contract Manager, for equipment and machinery, safety requirements and environmental practices. This includes running daily onsite toolbox start of work sessions.
7. Operate and use plant and equipment associated in undertaking concrete maintenance activities. Ensure equipment and machinery are secured at the end of every shift. Ensure vehicle/equipment checks and checklists are completed at required times through the approved system.
8. Undertake other duties related to the work of the team as directed at level.
9. This position involves direct supervision of staff and managing productivity.

SELECTION CRITERIA (CAPABILITIES)

Provide concise evidence of your **skills, knowledge and behaviours** against the duties above and the ACTPS Shared Capability Framework.

1. Demonstrated sound knowledge of concrete operations and maintenance practices, including quality testing requirements.
2. Demonstrated ability to supervise, lead and motivate staff performing concrete operations and maintenance duties.
3. Demonstrated sound communication and organisational skills, and the ability to prioritise tasks and meet deadlines.
4. Demonstrated ability to work in a small team environment with minimal supervision and be reliable, together with a willingness to work overtime/shift as and when required.
5. Demonstrated ability to use in field technology (smart phones, tablet, laptop) and associated applications.
6. Commitment to ACTPS values, Respect, Integrity, Collaboration, Innovation, and to workplace health, safety and wellbeing.

COMPLIANCE REQUIREMENTS / QUALIFICATIONS

- Traffic controller (TCR) – **essential** or ability to obtain within three months of appointment.
- Implement traffic control plans (IMP) – **essential** or ability to obtain within three months of appointment.
- CPCWHS1001 - Prepare to work safely in the construction industry – **essential**.
- 11084NAT - Course in Asbestos Awareness - **essential**.
- 10830NAT - Course in Crystalline Silica Exposure Prevention – **essential**

- HLTAIDO11 – Provide First Aid – **essential** or ability to obtain within six months of appointment.
- Current driver's licence class C is **essential**, class MR (medium rigid) **essential** or obtainable within three months of appointment.
- Competent in mobile software applications and the Microsoft Office suite (Word, Excel, Outlook, PowerPoint)
- Nationally Recognised Training Certificate III in Civil Construction (desirable)
- This position does require a pre-employment medical.
- This position does not require a Working with Vulnerable People Check. Visa holders are eligible to apply for both permanent and temporary roles. Those with eligible visas may be considered for permanent employment, while individuals with temporary residency or limited-duration visas may be offered permanent employment for the duration of their visas.
- Applicants are made aware that the essential requirements to be obtained within the period prescribed above are a mandatory requirement to successfully complete the probation and to be appointed permanently to this position.
- Roads ACT will support the successful applicant through the training requirements by organising up to two sessions at the cost to Roads ACT. Should additional attempts be required to obtain the applicable license/certificate in the period prescribed, the costs to acquire these will be borne by the successful applicant.

WORK ENVIRONMENT DESCRIPTION

The following work environment description outlines the inherent requirements of the role of Ganger - Concrete (position number P67255) and indicates how frequently each of these requirements would be performed. Please note that CED is committed to providing reasonable adjustment and ensuring all individuals have equal opportunities in the workplace.

ADMINISTRATIVE	FREQUENCY
Telephone use	Frequently
General computer use	Frequently
Extensive keying/data entry	Occasionally
Graphical/analytical based	Occasionally
Sitting at a desk	Occasionally
Standing for long periods	Frequently
Designated workstation	Never

STANDARD HOURS	FREQUENCY
Flexible working hours (access to flex time)	Never
Fixed or specified start/finish times	Frequently

Expected to work extensive hours over a significant period due to the nature of the duties	Occasionally
Access to Accrued Days Off (ADO's)	Frequently
Peaks and troughs	Occasionally
Frequent paid overtime	Occasionally
Rostered shift work	Never

SOCIAL DEMANDS	FREQUENCY
Work with others towards shared goals in a team environment	Frequently
Work in isolation from other staff (remote supervision)	Occasionally
Working in a call centre environment	Never
Working directly with the public	Occasionally

PHYSICAL DEMANDS	FREQUENCY
Distance walking (on roads, paths and nature strips)	Frequently
Working outdoors	Frequently

MANUAL HANDLING	FREQUENCY
Lifting 0 – 5kg	Frequently
Lifting 5 – 10kg	Frequently
Lifting 10kg+	Frequently
Climbing	Frequently
Reaching	Frequently
Bending/squatting	Frequently
Push/pull	Frequently
Sequential repetitive movements in a short amount of time	Frequently

TRAVEL	FREQUENCY
Frequent travel – multiple work sites	Frequently
Frequent travel – driving	Frequently
Frequent travel – interstate	Occasionally

SPECIFIC HAZARDS	FREQUENCY
Working at heights	Occasionally
Exposure to extreme temperatures	Occasionally
Operation of heavy machinery e.g. forklift	Frequently
Confined spaces	Never
Excessive noise	Frequently
Low lighting	Occasionally
Handling of dangerous goods/equipment	Occasionally
Working with asbestos	Never
Potential to encounter agitated customers	Occasionally

Exposure to potentially distressing case material	Occasionally
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OTHER	FREQUENCY
Uniform required	Frequently
Personal Protective Equipment (PPE) required	Frequently