

Anness A

Ministeru	Ministeru għal Għawdex u l-Ippjanar
L-impjieg	Operative IV (Heavy Plant Driver)



GVERN TA' MALTA
MINISTERU GĦAL GĦAWDEX
U L-IPPJANAR

Pjazza San Franġisk, ir-Rabat, Għawdex

Dmirijiet u responsabbiltajiet

- i. Isuq, jieħu ħsieb is-sewqan, iż-żamma u l-operat ta' heavy plant, makkinarju, tagħmir u vetturi inter alia iżda mhux limitat għall-bulldozers, excavators, gafef bir-roti u bil-katina, graders, trakkijiet kollha inklużi dawk 'l fuq minn 7.5 tonnelli, krejns mobbli u oħrajn fissi, fork lifters, jetting/ suction bowsers, żwiemel tal-irmonk, road sweepers u street washers, scammels, skip loaders, trakkijiet bil-krejn, skid steer loaders, dumpers u cherry pickers;
- ii. Jassisti f'tiswijiet u overhauls ta' dawn l-impjanti;
- iii. Jiċċekja l-heavy plant, makkinarju, tagħmir u vetturi oħra sabiex jassigura li jinżammu f'kundizzjoni tajba ta' manutenzjoni u jindirizza/jirraporta kwalunkwe ħsara kif meħtieġ (inkluż, iżda mhux biss, il-pessjoni korretta tat-tyres, il-livelli taż-żejt u l-ilma, is-saħħa tal-batterija u greasing);
- iv. Jikkonforma mar-regoli, regolamenti u l-proċeduri stabbiliti tas-saħħa u s-sigurta';
- v. Ihaddem it-tagħmir fid-direzzjoni u angoli t-tajba biex jevita incidenti u ħsara tal-propjeta';
- vi. Isuq, jipprovdi manutenzjoni, u jhaddem vetturi bil-mutur/ vetturi elettriċi/ vetturi elettriċi ibrid;
- vii. Jiżgura l-ispeedometer, il-milometru u strumenti oħra jaħdmu tajjeb;
- viii. Iwettaq kontrolli perjodiċi dwar is-sigurta', manutenzjoni u servicing checks biex jiżgura funzjonament xieraq tat-tagħmir;
- ix. Izomm ambjent sikur fil-vettura billi jinforza r-regoli tal-imġiba u jirrispondi għall-emergenzi;
- x. Jassisti fit-tagħbija u l-ħatt fejn neċessarju;
- xi. Jirraporta incidenti, għafsiet u kwalunkwe ħsara oħra;
- xii. Jipparteċipa f'sessjonijiet ta' taħriġ organizzati mill-Ministeru, mill-Istitut għas-Servizzi Pubbliċi jew minn entitajiet pubbliċi oħra skont l-eżiġenzi tal-Ministeru;
- xiii. Kwalunkwe kompitu ieħor li s-superjur jista' jiddelega lilhom, skont il-ħtieġa; u
- xiv. Kwalunkwe dmir ieħor hekk kif ordnat mis-Segretarju Permanenti Ewlieni.

Annex A



St. Francis Square, ir-Rabat, Ghawdex

Ministry	Ministry for Gozo and Planning
Job title	Operative IV (Heavy Plant Driver)

Duties and responsibilities

- i. Drives, maintains, cleans, and operates all heavy plant, machinery, equipment and vehicles, inter alia but not limited to bulldozers, excavators, wheel shovels, track shovels, graders, all trucks, including those over 7.5 tons, mobile and other cranes, fork lifters, jetting/suction bowsers, tractors used for road transportation, road sweepers and street washers, scammels, skip loaders, truck with crane, skid ster loaders, dumpers and cherry pickers;
- ii. Assists in the carrying out of repairs and overhauls of such plant;
- iii. Checks heavy plant, machinery, equipment and vehicles to ensure that they are maintained in a good working condition and addressing/reporting faults as applicable (including, but not limited to, correct tyre pressure, oil/water levels, battery power and greasing);
- iv. Complies with established health and safety rules, regulations and procedures;
- v. Operates the equipment in the right direction and angles to prevent accidents and damage of property;
- vi. Drives, maintains and operates motor vehicles/electric vehicles/hybrid electric vehicles;
- vii. Ensures that the speedometer, milometer and other gauges are functional;
- viii. Performs periodically safety, maintenance and servicing checks to ensure proper functioning of equipment;
- ix. Maintains a safe environment within the vehicle by enforcing rules of conduct and responds to emergencies;
- x. Assists in the loading and unloading when necessary;
- xi. Reports accidents, dents, and any other damages;
- xii. Participates in any training sessions organized by the Ministry, Institute for Public Service or other Public Service entities as dictated by the Ministry's continuous development work exigencies;
- xiii. Undertakes any other tasks, which the superior may delegate to them, as may be required; and
- xiv. Any other duties as directed by the Principal Permanent Secretary.