

## Occupation: Local Government Sustainable Operational Works Officer

**Job Description:** employees coordinate local government outdoor operational works. The position requires the application of a broad range of skills including the evaluation of current practices and the development of new procedures, as well as providing some leadership and guidance to others. They ensure sustainable work practices are applied to reduce the negative environmental impacts.

**Qualification:** LGA40404 Certificate IV in Local Government (Operational Works)

This qualification reflects the role of individuals who use well-developed skills and a broad knowledge base in a wide variety of contexts. They apply solutions to a defined range of unpredictable problems, and analyse and evaluate information from a variety of sources. They may provide leadership and guidance to others with some limited responsibility for the output of others.

The Local Government LGA04 Training Package guidelines have been applied to create this occupational profile:

<b>Units Required</b>	
<b>Common Pool</b>	
LGACORE501B	Provide quality and timely advice to council
LGACORE601B	Develop, implement and review operational plans
LGACORE603B	Represent council's role and value in the community
LGAGOVA410B	Monitor council procedures to ensure compliance with relevant legislation
LGACOMP024A	Develop community relations
LGACOMP025A	Manage a local government project
LGACOMP026A	Provide team leadership
LGACOM602B	Coordinate and facilitate a change process
LGACOM405B	Implement and monitor the organisation's OHS policies, procedures and programs within the work group or section
<b>Core Units</b>	
LGAWORK401A	Develop works maintenance schedule
LGAWORK402A	Prepare for operational works
LGACOM401A	Administer contracts
LGACOM402A	Arrange contracts
LGACOM409A	Prepare tender documentation
<b>Elective Units Selected</b>	
LGALAND404A	Undertake research of the natural and built environment
LGALAND405A	Implement strategies to minimise environmental pollution
CPPCMN4002A	Implement and monitor environmentally sustainable work practices