



## **Position Description**

### **Port Services Employee Level 1**

*(Extracted from the Port of Portland Pty Limited Enterprise Agreement 2022)*

#### **Level 1 Port Services**

In order to be classified in Level 1, an Employee shall meet the following criteria:

An Employee assigned to port services shall be suitably qualified, capable and competent in undertaking required activities of port operations. These activities include but are not limited to:

- manual car drivers licence and forklift high risk licence
- road maintenance operations
- berth maintenance operations
- in-loading and out-loading operations
- sand shifting operations
- mooring operations
- general stevedoring duties

#### **Work duties**

In addition to the items listed above, each Level 1 Employee shall:

- be competent in handling all applicable paperwork
- adhere to relevant Port of Portland policies and procedures (including risk assessments) as in force and amended from time to time (which are not incorporated into and do not otherwise form part of this Agreement)
- be capable of working either independently or in a team, with limited supervision

Level 1 Employees shall undertake any and all duties within this level subject only to:

- licensing requirements
- training and skills acquisition
- individual capability

That is, an Employee in this level may be assigned to any duties of port services that the Employee is qualified, trained (where required) and capable to undertake.