



Position Vacant – Pavements Foreman

Are you ready to take on a leadership role in a dynamic and essential work environment? We are seeking a motivated and experienced Pavements Foreman to join our Infrastructure Works team at the Kyogle, Bonalbo, or Woodenbong Works Depot.

As a Pavements Foreman, you will act as the critical link between the General Works Overseer and construction crews, coordinating road construction and maintenance activities while ensuring compliance with Work Health & Safety, environmental, and quality standards.

- Generous salary **above award up to \$82,940.00 pa** dependant on experience
- Flexible working arrangements, **38 hours per week, 9 day fortnight**
- Make a genuine positive contribution to the local community

About Us

At Kyogle Council, we are committed to meeting the challenges of our unique and diverse region. We take pride in serving our community by maintaining and enhancing essential infrastructure. Join us as a Pavements Foreman to contribute to the ongoing success of our operations.

Position Overview

As a Pavements Foreman, you will coordinate and supervise construction and maintenance grading operations across Council's road network. You will ensure work programs are delivered efficiently, safely, and in accordance with Council's asset management systems and statutory requirements.

This role is vital in maintaining high standards of safety, environmental compliance, and operational performance.

Key Responsibilities:

- Coordinate daily construction and maintenance grading activities, allocating plant and labour effectively
- Supervise works involving roads, drainage, and associated infrastructure
- Schedule and deliver works in line with Council's asset management systems
- Monitor site activities to ensure correct procedures and standards are followed
- Implement and maintain environmental protection measures on all worksites
- Ensure WHS compliance, including risk assessments and safe work practices
- Oversee contractors and confirm appropriate licences and permits are held
- Ensure accurate completion of timesheets and daily cost sheets within required timeframes
- Maintain budgets and ensure works are delivered cost-effectively
- Liaise with internal staff, contractors, and stakeholders to coordinate works programs
- Participate in on-call roster and work overtime as required
- Foster strong teamwork, communication, and motivation within the crew

About you:

You are an experienced and proactive leader with a strong background in civil construction and road maintenance. You thrive in a hands-on role and are confident coordinating teams, plant, and resources to deliver high-quality outcomes.

You bring:

- Demonstrated experience in road construction, maintenance, and grading operations
- Strong leadership skills with the ability to supervise and motivate teams and contractors
- The ability to plan, schedule, and deliver works in line with asset management priorities
- Sound knowledge of Work Health & Safety, environmental, and risk management practices
- Experience managing resources, budgets, and project documentation
- Effective communication skills and the ability to build strong working relationships
- A commitment to safety, quality, and continuous improvement

Relevant qualifications, licences, and tickets (such as civil construction certifications, White Card, and driver's licence) will support your success in this role.

Join Our Team:

If you are an experienced leader in civil construction with a passion for delivering quality infrastructure, we encourage you to apply. To apply, please submit a cover letter explaining how your skills, experience, and qualifications make you a great fit for this position, along with your current resume. Send your application by email HumanResources@kyogle.nsw.gov.au or by post, marked "Confidential," to the Human Resources Manager, Kyogle Council, PO Box 11, Kyogle, NSW 2474.

Applications received that do not address the criteria will not be assessed. Applications will be assessed as they are received.

Kyogle Council is an equal opportunity employer and encourages applications from people from diverse backgrounds and experiences, people living with disabilities and indigenous Australians.

Applications close **Friday 17 April 2026**