

Operator (Machinery)

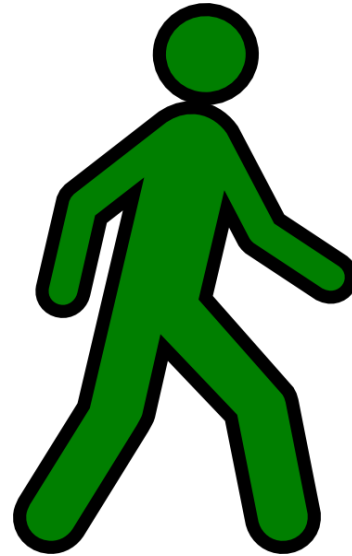
Soft Skills

Good communication skills
 Flexibility including availability
 Reliable/self-management (e.g. being at work on time)
 Honest
 Able to follow instructions
 Responsible for self and others
 Willingness to learn
 Attention to detail

Teamwork & work independently
 Show respect and self-awareness
 Self-motivated
 Able to work under pressure
 Positive attitude

Show initiative
 Relationship building skills
 Interpersonal communication skills
 Problem solving skills

Able to handle high pressure situations
 Sound decision making skills



- ★ Pre-employment
- ★ Mid level
- ★ Entry level
- ★ Senior level

Technical Skills

Organisational skills
 Good time management
 Fit, strong & healthy
 Literacy & numeracy skills
 Class 1 or higher, Forklift licence, WTR
 Reliable transport
 Able to pass drug test and MOJ check

Planning skills (e.g. understanding the route, preparing for difficult terrain, speed limits)
 Record keeping/paperwork skills
 Health & Safety conscious
 Spatial awareness/Coordinated
 Clear understanding of the conditions of employment
 Vehicle loading and load security

Performance management
 Strong planning skills
 Prioritisation skills
 Strong Health & Safety skills/knowledge
 Machine operation under complex conditions
 Responsible for maintenance and machine outputs

Analytical skills
 Solution focused
 Advanced HR skills & knowledge

Roles

Work experience

Trainee/Intern/Apprentice/Cadet
 Forklift operator
 Machine operator (wheels, tracks and rollers)
 Truck Driver
 Plant operator (crusher etc.)

Site Manager
 Operational Manager

Labourer

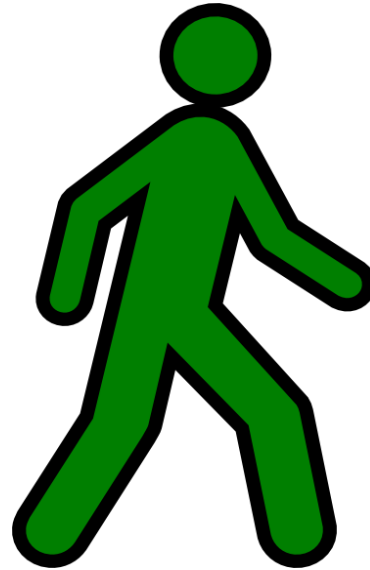
Soft Skills

Good communication skills
 Flexibility including availability
 Reliable/self-management (e.g., being at work on time)
 Honest
 Able to follow instructions
 Responsible for self and others
 Willingness to learn
 Attention to detail
 Motivated

Teamwork & work independently
 Show respect and self-awareness
 Positive attitude to work
 Proactive approach
 Hard-working
 Able to provide references

Show initiative
 'Can-do' attitude
 Able to work under pressure
 Adaptable
 Customer service skills
 Relationship building skills
 Interpersonal communication skills
 Problem solving skills
 High level of communication skills

Able to handle high pressure situations
 Sound decision making skills



- ★ Pre-employment
- ★ Mid level
- ★ Entry level
- ★ Senior level

Technical Skills

Organisational skills
 Good time management
 Fit, healthy and strong
 Literacy & numeracy skills
 Class 1 Licence or higher (clean), Forklift licence, WTR
 Reliable transport
 Able to pass drug test and MOJ check

Health & Safety conscious
 Able to read drawings
 Class 2-5 Licences useful
 W,T,R useful
 Willing to undergo training courses
 Knowledge, use and care of appropriate tools

Staff management skills
 Coach/mentor
 Leadership
 Strong reporting skills
 Ability to read plans
 Strong knowledge of materials

Roles

Work experience

Cadet
 Intern
 Trainee
 Apprentice ?

Shovel Hand
 Spotter
 Hammer Hand
 General Hand
 General Labourer
 Certified Labourer

Leading Hand
 Senior Labourer
 Foreman
 Site Supervisor

Environmental Worker

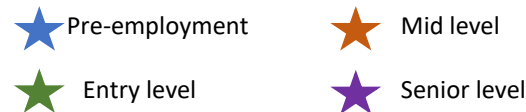
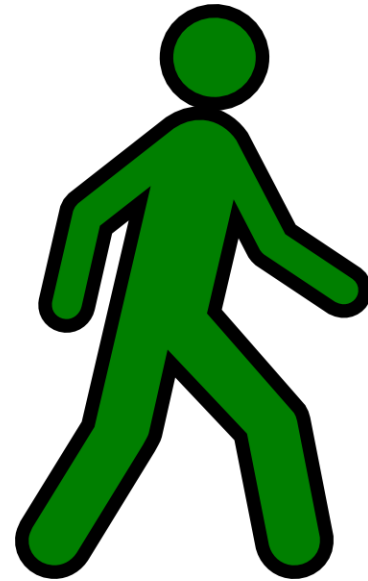
Soft Skills

Good communication skills
Flexibility including availability
Reliable/self-management (e.g., being at work on time)
Honest
Able to follow instructions
Responsible for self and others
Willingness to learn
Attention to detail

Teamwork & work independently
Show respect and self-awareness
Motivated
Strong verbal and written communication skills
Accurate
Can prioritise

Show initiative
Relationship building skills
Strong Stakeholder engagement
Interpersonal communication skills
Problem solving skills
Strong communication skills
Adaptable
Attention to detail

Able to handle high pressure situations
Sound decision making skills



Technical Skills

Organisational skills
Good time management
Fit & Healthy
Literacy & numeracy skills
Class 1 or higher, Forklift licence
Able to pass drug test and MOJ check

Diploma in Horticulture (Level
Good computer skills
Analysis skills
Able to interpret data
Able to meet deadlines

Degree e.g. Environmental Science/Engineering
Resource Management
Ensure compliance
Sound understanding of Environmental legislations and regulations
Coach/mentor staff
Risk identification and mitigation
Deliver training
Record-keeping skills
Report writing & presentation skills

Investigation skills
Compliance management
Manage resource consents
Policy development

Roles

Volunteer
Community worker

Student
Labourer
Nursery Worker
Fencer
Planter
Administrator

Procurement Manager
Nursery Manager
Site Planner
Site Manager
Advisor
Environmental Officer
Environmental Planner

Compliance Manager
Project Manager
Operations Manager
Specialist
Senior Environmental Planner
Consultant

Traffic Management

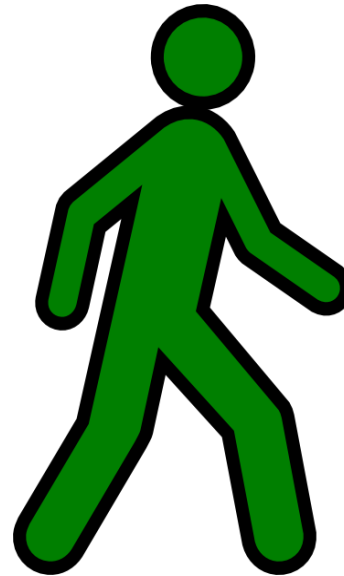
Soft Skills

Good communication skills
Flexibility including availability
Reliable/self-management (e.g. being at work on time)
Honest
Able to follow instructions
Responsible for self and others
Willingness to learn
Enthusiastic
Positive attitude

Teamwork & work independently
Show respect and self-awareness
Attention to detail
Self-motivated
Customer service skills
Enjoy working outdoors

Strong communication and interpersonal skills
Problem solving skills
Show initiative
Relationship building skills

Able to handle high pressure situations
Sound decision making skills



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- ★ Senior level

Technical Skills

Organisational skills
Good time management
Fit & Healthy
Literacy & numeracy skills
Class 1 licence (clean) or higher
Reliable transport
Able to pass a drug test and MOJ check
Computer skills
STMS 1 or Level 1 Traffic Control ticket
Construct Safe qualified
Truck driving skills + ability to drive a manual
Class 2 licence
Health & Safety conscious
Spatial awareness/coordinated
Clear understanding of the conditions of employment
Vehicle loading and load security
Able to complete accurate paperwork
STMS 2/3 Practicing
Staff management skills
Coach/mentor/train staff
Leadership
Able to lead Toolbox briefings
Strong reporting/record keeping skills
Coordination/Planning skills
Able to audit and monitor
Analytical skills
Solution focused
Advanced HR skills & knowledge
Strong business knowledge
Communication and Marketing

Roles

Work Experience
Trainee

Traffic Controller
STMS 1
Truck Driver Class 2

STMS 2/3 P
Supervisor
Administrator
Procurement/Contracts
HR (People and Culture)
Health and Safety Officer
Overseer
Field Leader

Contract Management
Owner Operator

Civil Construction Administration

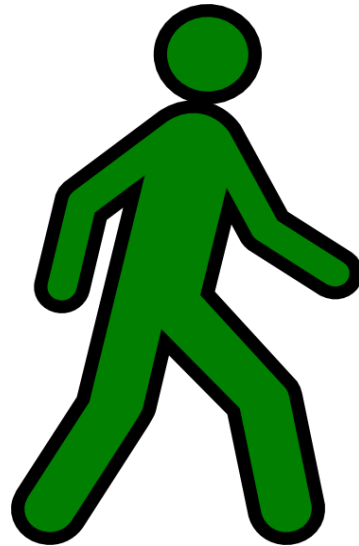
Soft Skills

Good communication skills – verbal & written
 Flexibility including availability
 Reliable/self-management (e.g. being at work on time)
 Honest
 Able to follow instructions
 Responsible for self and others
 Willingness to learn
 Attention to detail

Teamwork & work independently
 Customer Service skills
 Positive attitude
 Show respect and self-awareness
 Attention to detail

Show initiative
 Relationship building skills
 Able to work unsupervised
 Strong communication skills
 Problem solving skills
 Strong customer service skills
 Ability to multi-task
 Calm under pressure

Sound decision making skills



- ★ Pre-employment
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Technical Skills

Organisational skills
 Good time management
 Computer skills
 Literacy & numeracy skills

Planning skills
 Record keeping skills
 Health & Safety knowledge
 Clear understanding of the conditions of employment
 Good computer literacy

Ability to manage staff
 Performance management
 Strong planning skills
 Strong computer skills
 Prioritisation skills
 HR skills & knowledge
 Budgeting
 Mentoring/coaching
 Leadership
 Reporting skills

Strategic thinking/planning
 Analytical skills
 Solution focused
 Advanced HR skills & knowledge

Roles

Human Resources
 Logistics
 Admin Support
 Receptionist

Procurement
 Payroll
 Health and Safety Advisor/Officer
 Analytics
 Technical Support
 Comms and Marketing
 Contract Manager
 Personal/Executive Assistant

People and Culture Manager
 Accountant
 Finance Manager
 Learning and Development Manager

Civil Construction Professional Roles

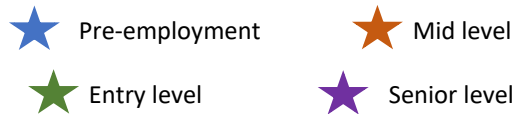
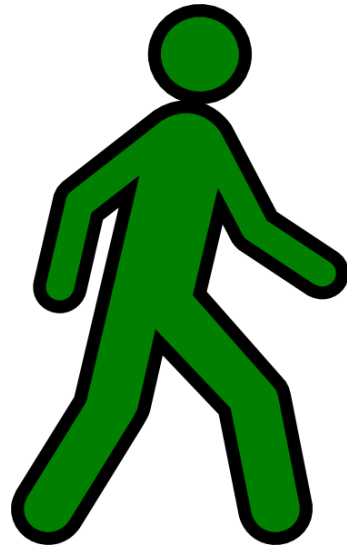
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Able to follow instructions
Responsible for self and others
Willingness to learn
Attention to detail

Teamwork & work independently
Customer service skills
Positive attitude
Show respect and self-awareness

Show initiative
Relationship building/maintenance skills
Able to work unsupervised
Strong communication skills
Problem solving skills
Strong customer service skills
Ability to multi-task
Calm under pressure
Detail driven

Sound decision making skills



Technical Skills

Organisational skills
Good time management
Computer skills
Literacy & numeracy skills
Able to pass a drug test and MOJ check

Planning skills
Record keeping skills
Health & Safety knowledge
Clear understanding of the conditions of employment
Relevant qualification/s

Ability to manage staff
Strong leadership skills
Negotiation skills
Performance management
Strong planning skills
Strong computer skills
Prioritisation skills
HR skills & knowledge
Budgeting/Financial/Cost management
Ensure compliance
Compile reports
Risk assessment
Monitor contracts

Strategic thinking
Analytical skills
Solution focused
Advanced HR skills & knowledge

Roles

(an undergraduate degree is usually a pre-requisite)

Quantity Surveyor
Quality Assurance
Project Manager
Surveyors
Geologist
Engineers (construction and bridging)
Communication and Marketing
Health and Safety
Maori Liaison
Community Liaison

Civil Construction Support Roles

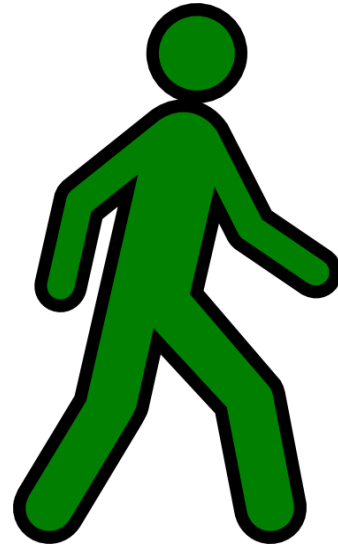
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Willingness to learn
Attention to detail

Teamwork & work independently
Customer Service skills
Positive attitude
Show respect and self-awareness

Show initiative
Relationship building skills
Able to work unsupervised
Strong communication skills
Problem solving skills
Strong customer service skills
Ability to multi-task
Calm under pressure

Sound decision making skills



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Technical Skills

Organisational skills
Good time management
Computer skills
Literacy & numeracy skills
Able to pass a drug test and MOJ check

Planning skills
Record keeping skills
Health & Safety
Clear understanding of the conditions of employment
Relevant qualification/s

Ability to manage staff
Performance management
Strong planning skills
Strong computer skills
Prioritisation skills
HR skills & knowledge
Budgeting
Leadership

Strategic thinking
Analytical skills
Solution focused

Roles

(an undergraduate degree is usually a pre-requisite)

Medical :
Nurse
Emergency response
Health and Wellbeing Officer
Psychologist
Hauora Health Specialist
Drug and Alcohol Tester

Community :
Iwi Liaison

Training :
Trainers
Assessors

Civil Construction Specialist Roles

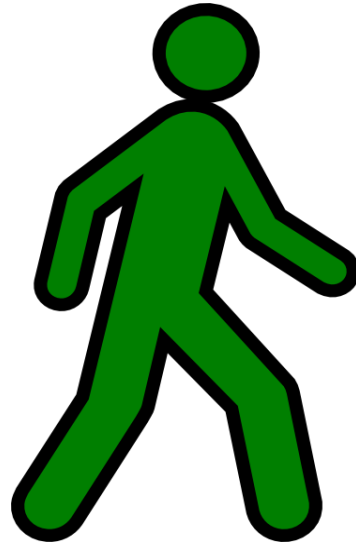
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Teamwork & work independently
Positive attitude
Show respect and self-awareness

Show initiative
Relationship building skills
Able to work unsupervised
Strong communication skills
Problem solving skills
Strong customer service skills
Ability to multi-task
Calm under pressure

Sound decision making skills



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Computer skills
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Planning skills
Record keeping skills
Health & Safety conscious
Clear understanding of the conditions of employment
Relevant qualification/s

Ability to manage staff
Performance management
Strong planning skills
Prioritisation skills
HR skills & knowledge
Budgeting
Compliance
Reporting skills
Leadership
Coach/mentor/train

Analytical skills
Solution focused
Advanced HR skills & knowledge

Roles

Student/trainee

Geotechnical
Concrete Workers
Steel Fixers
Fabricators
Drainage Workers
Bridge Workers
Fencer

Foreman
Leading Hand
Overseer

Project Manager
Operations Manager