

Scaffolder Job Description

A comprehensive job description template
for Australian construction businesses

Business Name: _____

Location: _____

Employment Type: _____

Reports To: _____

Date: _____

DISCLAIMER

This template is provided for general informational purposes only and does not constitute legal advice. It is designed to reflect Australian workplace standards and construction industry practices at the time of publication. You should review and tailor this template to suit your business, project type, applicable modern award and specific requirements. For complex situations, independent legal or HR advice should be sought. RosterElf Pty Ltd accepts no liability for any loss arising from reliance on this document.

Table of Contents

1. Position Overview	3
2. Key Responsibilities	3
3. Required Skills and Attributes	5
4. Qualifications and Requirements	6
5. Working Conditions	7
6. Award Information	7
7. Expected Behaviours	8
8. Application Process	8

1. Position Overview

1.1 Position Title

Scaffolder / Scaffolding Tradesperson / Advanced Scaffolder

1.2 Position Summary

The Scaffolder is responsible for erecting, modifying, inspecting and dismantling scaffolding structures to provide safe working platforms and access for construction, maintenance and industrial work. This high-risk construction role requires specialized training, technical knowledge and strict adherence to scaffolding standards and safety regulations.

The position involves reading and interpreting scaffolding drawings and plans, selecting appropriate scaffolding systems and components, erecting scaffolding structures to engineering specifications, installing edge protection and safety systems, conducting scaffolding inspections and tagging, modifying scaffolding as work progresses, and dismantling and storing scaffolding materials. Scaffolders must have excellent spatial awareness, technical competence, physical fitness and commitment to safety in high-risk work environments.

1.3 Reporting Structure

This position reports to:

- Leading Hand Scaffolder / Scaffolding Supervisor
- Site Supervisor / Site Manager
- Scaffolding Operations Manager

1.4 Employment Type

This position is available as:

- Full-time (38 hours per week plus overtime)
- Casual (day-to-day or project-based engagement)
- Contract (specific project duration)

2. Key Responsibilities

2.1 Scaffolding Erection and Installation

- Erect tube and coupler, system and modular scaffolding
- Install scaffold standards, ledgers, transoms and bracing
- Build working platforms with compliant decking and toe boards
- Install edge protection including guardrails and mesh
- Construct scaffold bays to correct dimensions and specifications
- Anchor and tie scaffolding to structures for stability

- Ensure scaffolding is plumb, level and structurally sound

2.2 Reading Plans and Technical Work

- Read and interpret scaffolding drawings and design plans
- Understand load capacity and structural requirements
- Calculate material quantities and components required
- Follow engineering specifications and design limitations
- Identify suitable scaffold system for specific applications
- Understand weight loading classifications and restrictions
- Apply AS/NZS 1576 and AS/NZS 4576 scaffolding standards

2.3 Inspection and Compliance

- Conduct pre-use inspections of scaffolding structures
- Check scaffold components for damage before use
- Complete and attach scaffolding inspection tags
- Verify edge protection, access and safety systems are compliant
- Identify and remove defective components from service
- Ensure scaffolding meets Work Health and Safety requirements
- Conduct regular inspections as per regulatory timeframes

2.4 Modification and Adaptation

- Modify scaffolding to suit changing project requirements
- Adjust scaffold height, width or configuration safely
- Install additional access points, ladders or stairways
- Extend scaffolding structures as work progresses
- Remove and reinstall sections to allow other trades access
- Adapt scaffolding around obstacles and structures
- Ensure modifications maintain structural integrity

2.5 Dismantling and Material Handling

- Dismantle scaffolding systematically and safely
- Lower materials using appropriate rigging methods
- Sort, clean and inspect components during dismantling
- Load scaffolding onto vehicles safely and securely
- Transport scaffolding materials to and from sites
- Store scaffolding equipment correctly at depot or site
- Maintain organized inventory of scaffolding components

2.6 Specialized Scaffolding Applications

- Erect suspended scaffolding and swing stages
- Install mobile scaffolding towers and rolling platforms
- Construct formwork support and falsework scaffolding
- Build roofing catch platforms and cantilevered scaffolds
- Install temporary roofs and weather protection
- Erect confined space scaffolding and access systems
- Set up specialized scaffolding for industrial applications

2.7 Safety and Risk Management

- Follow safe work method statements (SWMS) for scaffolding
- Use appropriate PPE and fall protection at all times
- Establish exclusion zones and barricades during erection
- Conduct hazard assessments before commencing work
- Report structural concerns or safety issues immediately
- Ensure only authorized persons access incomplete scaffolds
- Participate in toolbox talks and safety meetings

3. Required Skills and Attributes

3.1 Essential Skills

Technical and Spatial Skills

Strong technical understanding of scaffolding systems, components and construction methods. Excellent spatial awareness and ability to visualize structures in three dimensions. Competent reading and interpreting technical drawings and plans. Understanding of load capacities, structural principles and engineering requirements. Problem-solving ability for complex scaffolding challenges.

Physical Capability and Fitness

Exceptional physical fitness for demanding manual work at heights. Upper body strength for lifting and positioning heavy components. Balance and coordination for working on scaffolding structures. Stamina for full-day physical work. No fear of heights or vertigo. Ability to work in physically demanding positions.

Safety Awareness and Discipline

Comprehensive understanding of scaffolding safety requirements and standards. Disciplined approach to following procedures and using safety equipment. Awareness of fall hazards and prevention methods. Recognition of structural risks and instability. Commitment to safety over production pressure. Vigilance for hazards affecting self and others.

Tool Skills and Equipment Operation

Proficiency with scaffolding tools including spanners, hammers and measuring equipment. Ability to use power tools safely and effectively. Competent with rigging equipment and lifting gear. Understanding of scaffold component inspection and maintenance. Skill in securing and tying scaffolding structures.

3.2 Personal Attributes

- Safety conscious with disciplined approach to high-risk work
- Physically fit with no fear of heights
- Reliable and punctual with excellent attendance
- Team player who works well with others at heights
- Attention to detail in construction and inspection
- Problem solver with practical approach
- Pride in workmanship and quality
- Calm and focused under pressure
- Willing to work in varied weather conditions
- Commitment to continuous learning and skill development

4. Qualifications and Requirements

4.1 Mandatory Requirements

- Scaffolding High Risk Work Licence (Basic or Intermediate)
- White Card (General Construction Induction Card)
- Working at Heights training and certification
- Physical fitness for demanding work at heights
- Eligibility to work in Australia (visa or citizenship)
- Steel-capped safety boots and appropriate work clothing
- Ability to pass drug and alcohol testing
- Clear criminal history (some sites require police checks)

4.2 Desirable Qualifications

- Certificate III in Scaffolding
- Advanced Scaffolding High Risk Work Licence
- Dogging or Rigging licence for material handling
- Current First Aid certificate
- Forklift licence (LF class)
- MR or HR truck licence for driving scaffold trucks
- Confined Space Entry ticket
- Elevated Work Platform (EWP) licence

4.3 Experience

Entry-level positions available for qualified scaffolders with Basic Scaffolding Licence willing to develop skills through experience. Progression to Intermediate and Advanced levels requires demonstrated competency and additional training. Experienced scaffolders should demonstrate technical proficiency across multiple scaffolding systems, ability to read plans, reliable work history, leadership capability and comprehensive

safety knowledge.

5. Working Conditions

5.1 Hours of Work

- Standard hours typically 7:00am to 3:30pm Monday to Friday
- Saturday work common on many projects
- Overtime available during busy periods and shutdowns
- 38-hour week for full-time employees
- Night shifts and shutdown work as required
- Project-based hours may vary

5.2 Physical Requirements

- Heavy lifting and carrying (scaffold tubes can be 25-30kg)
- Working at heights up to multiple stories
- Climbing ladders and scaffolding repeatedly throughout day
- Bending, reaching, twisting and working in awkward positions
- Repetitive lifting, swinging and positioning of components
- Exposure to weather conditions including sun, wind and rain

5.3 Work Environment

- Working at significant heights on scaffolding structures
- Outdoor work on construction sites in all weather
- Exposure to wind, heat, cold and UV radiation
- Industrial and commercial construction environments
- Working around other trades and site activities
- Travel to various sites and locations

5.4 Safety Equipment and PPE

- Hard hat (safety helmet) mandatory at all times
- Fall arrest harness when required by risk assessment
- Steel-capped boots with ankle support
- High-visibility clothing
- Safety glasses and work gloves
- Tool belt and safety lanyards for tools
- Sun protection including long sleeves and sunscreen

6. Award Information

6.1 Modern Award Coverage

This position is covered by the Building and Construction General On-site Award 2020 (MA000020). The award sets minimum pay rates, penalty rates, allowances and conditions for employees working in the building and construction industry.

6.2 Classification Level

Scaffolders are generally classified under the award as:

- CW3: Construction Worker Level 3 - Scaffolders with Basic Scaffolding Licence
- CW4: Construction Worker Level 4 - Scaffolders with Intermediate Scaffolding Licence
- CW5: Construction Worker Level 5 - Advanced Scaffolders or Leading Hand

The specific classification level will be determined based on licence level, skills, experience and responsibilities.

6.3 Penalty Rates and Allowances

Employees are entitled to penalty rates for work performed:

- Saturday: 150% of ordinary rate
- Sunday: 200% of ordinary rate
- Public holidays: 250% of ordinary rate
- Overtime: 150% for first 2 hours, 200% thereafter
- Height allowance for working above specified heights

Casual employees receive a 25% casual loading instead of paid leave entitlements. Refer to the Building and Construction General On-site Award 2020 for current rates and conditions.

7. Expected Behaviours

7.1 Professional Conduct

- Arrive on time with all required licences, PPE and tools
- Notify supervisor immediately if unable to attend work
- Maintain valid scaffolding licence and inform employer of expiry
- Follow all company policies and site procedures
- Work cooperatively with other scaffolders and trades
- Represent company professionally on client sites

7.2 Safety and Compliance

- Prioritize safety over speed or production pressure

- Wear all required PPE correctly at all times
- Use fall protection systems as required
- Follow safe work method statements for all tasks
- Never work under influence of drugs, alcohol or fatigue
- Stop work if unsafe conditions are identified
- Report all incidents, near misses and hazards immediately

7.3 Work Standards

- Construct scaffolding to engineering specifications and standards
- Complete thorough pre-use inspections and tagging
- Maintain quality workmanship and structural integrity
- Keep work areas clean and organized
- Care for tools and equipment properly
- Complete scaffolding in agreed timeframes

7.4 Communication and Teamwork

- Communicate clearly with scaffolding crew and leading hand
- Coordinate with other trades regarding scaffolding access
- Raise structural or safety concerns immediately
- Assist less experienced scaffolders with learning
- Participate in toolbox talks and safety discussions
- Follow instructions from supervisors and site management

8. Application Process

8.1 How to Apply

Interested candidates should submit:

- Current resume/CV including scaffolding experience
- Copy of Scaffolding High Risk Work Licence (current)
- Copy of White Card (Construction Induction Card)
- Copy of Working at Heights certificate
- Copies of other relevant tickets and certificates
- Contact details for at least two referees

8.2 Selection Process

Shortlisted candidates will be invited to:

- Phone interview to discuss experience and qualifications

- Face-to-face interview with operations manager or supervisor
- Practical skills assessment (erecting scaffolding)
- Verification of licences and qualifications
- Reference checks with previous employers
- Drug and alcohol screening
- Site induction and safety orientation

8.3 Equal Opportunity

We are an equal opportunity employer and welcome applications from all qualified candidates regardless of age, gender, cultural background, disability or other characteristics protected by law.

Position Acknowledgement

I have read and understood this job description. I understand that my duties may be varied from time to time to meet the operational needs of the business.

Employee Name: _____

Employee Signature: _____

Date: ____ / ____ / ____

For Manager Use Only

Manager Name: _____

Manager Signature: _____

Date: ____ / ____ / ____