**Road Transport and Distribution Award 2020**

**2020/2021 Wage Guide**

**The wage rates listed in this guide are effective from the first full pay period commencing on or after 1 November 2020.**

**Use this wage guide only if you are a NATIONAL SYSTEM EMPLOYER which includes:**

**ALL businesses in Australia, except those that are UNINCORPORATED in Western Australia**

**N.B. Employers have a legal obligation to ensure that employees are NOT paid below theses minimum rates of pay and allowances.**

Click this link to view the full version of the [Road Transport and Distribution Award [MA000038]](http://awardviewer.fwo.gov.au/award/show/MA000038)

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| **TRANSPORT WORKER (Over 21 years of age)** | | | | |
| **Classification** | **Weekly**  **(38 hours)** | | **Hourly** | **Casual**  **(25% loading)** |
| **Grade 1** | $798.30 | | $21.01 | $26.26 |
| **Grade 2** | $818.40 | | $21.54 | $26.93 |
| **Grade 3** | $828.40 | | $21.80 | $27.25 |
| **Grade 4** | $843.70 | | $22.20 | $27.75 |
| **Grade 5** | $854.30 | | $22.48 | $28.10 |
| **Grade 6** | $864.10 | | $22.74 | $28.43 |
| **Grade 7** | $876.70 | | $23.07 | $28.84 |
| **Grade 8** | $902.10 | | $23.74 | $29.68 |
| **Grade 9** | $917.30 | | $24.14 | $30.18 |
| **Grade 10** | $940.00 | | $24.74 | $30.93 |
| **Saturday** | | **+ 50% for all ordinary hours worked** | | |
| **Sunday** | | **All ordinary hours worked on a Sunday will be paid at the rate of double time.** | | |
| **Overtime** | | **All hours worked outside ordinary hours on any day are paid at time and half for first 2 hours and double time thereafter** | | |
| **Public Holiday** | | **Double time and half for all time worked on a public holiday.** | | |
| **JUNIOR EMPLOYEES (Under 21 years of age)** | | | | |
| **Under 19 year of age (70%)** | A junior employee may be engaged under any classification level in this award will be paid the following percentage of the adult minimum wage rate for the classification level applicable to the junior employee. | | | |
| **19 years and under 20 years of age (80%)** |
| **At 20 years of age (Full adult rate)** |
| **CONTACT THE HR ADVISORY SERVICE FOR TRAINEESHIP WAGES** | | | | |

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| **ALLOWANCES** | | |
| **Term** | **Description** | **Amount** |
| **First aid allowance** | An employee holding a current first aid qualification from St John Ambulance or similar body and appointed by the employer to perform first aid duty must be paid 1.6% of the [standard rate](http://awardviewer.fwo.gov.au/award/show/MA000038#P166_18786) in addition to wages for any week so appointed. The employer will reimburse the cost of fees for any courses necessary for any employee covered by this clause to obtain and maintain the appropriate first aid qualification. | **$13.25** per week  Reimbursed for any out of pocket expenses arising from such test. |
| **Meal allowance** | An employee required to work overtime for two continuous hours or more must either be supplied with a meal by the employer or paid the amount specified for a meal allowance.  An employee required to commence work two hours or more prior to the normal starting time must be paid the amount specified for a meal allowance. | **$16.60** per meal |
| **Protective clothing reimbursement** | Where an employee is required by the employer to work continuously in conditions in which, because of their nature, the clothing would otherwise become saturated, the employer must reimburse the employee for the cost of purchasing protective clothing. The provisions of this clause do not apply where the protective clothing is provided by the employer. | Reimbursement for the cost of purchasing the required protective clothing |
| **Special clothing reimbursement** | Where the employer requires an employee to wear any special clothing such as any special uniform, cap, overall or other article, the employer must reimburse the employee for the cost of purchasing such special clothing. The provisions of this clause do not apply where the special clothing is provided by the employer. | Reimbursement for the cost of purchasing the required special clothing |
| **Travelling allowance** | An employee engaged in travelling on duty, or on work on which the employee is unable to return home at night must be paid personal expenses reasonably incurred in travelling, of at least $31.66 per day. Where an employer provides suitable accommodation and meals such allowance shall not be payable. | payment for reasonably incurred travelling expenses of at least **$31.66** per day |
| **Vehicle allowance** | (i) Any employee required to drive a motor vehicle in excess of the limit in length prescribed by or under any State or Commonwealth Act—0.46% of the [standard rate](http://awardviewer.fwo.gov.au/award/show/MA000038#P166_18786) per day.  **(ii)** Any employee required to drive a motor vehicle with a truck loading crane mounted on the vehicle—0.46% of the [standard rate](http://awardviewer.fwo.gov.au/award/show/MA000038#P166_18786) per day.  **(iii)** Any employee required to drive a motor vehicle with a side-lifter crane mounted on the vehicle—0.46% of the [standard rate](http://awardviewer.fwo.gov.au/award/show/MA000038#P166_18786) per day. | **$3.81** per day |
| **Leading hand allowance** | Employee appointed as leading hand in charge of:  Not less than 3 and not more than 10 employees More than 10 and not more than 20 employees More than 20 employees | % of the standard rate per week which equates to:  **$39.10** per week  **$58.24** per week  **$73.98** per week |
| **Employee handling money as defined** | For any amount handled:  Up to $20 Over $20 but not exceeding $200 Over $200 but not exceeding $600 Over $600 but not exceeding $1000 Over $1000 but not exceeding $1200 Over $1200 but not exceeding $1600 Over $1600 but not exceeding $2000 Over $2000 | % of the standard rate per week which equates to:  **$1.91** per week  **$3.73** per week  **$6.38** per week  **$8.28** per week  **$11.68** per week  **$18.06** per week  **$19.96** per week  **$22.70** per week |

**Classifications – definitions**

**TRANSPORT WORKERS**

**Transport worker grade 1**

* General hand:
* Greaser and cleaner, yardperson, vehicle washer and detailer, motor driver’s assistant/furniture removers’ assistant
* Loader—other than freight forwarder
* Courier—foot or bicycle

**Transport worker grade 2**

* Loader—freight forwarder
* Tow motor driver
* Driver of a rigid vehicle (including a motor cycle) not exceeding 4.5 tonnes gross vehicle mass (GVM)

**Transport worker grade 3**

* Driver of a fork-lift up to and including five tonnes lifting capacity
* Driver of a two—axle rigid vehicle on any other rigid vehicle exceeding 4.5 tonnes, but not exceeding 13.9 tonnes gross vehicle mass (GVM) unless by special permit or registration such vehicle may be up to 15 tonnes gross vehicle mass (GVM)
* Driver of a concrete mixer up to and including two cubic metre bowl
* Distribution facility employee level 1

**Transport worker grade 4**

* Driver of a three—axle rigid vehicle exceeding 13.9 tonnes gross vehicle mass (GVM)
* Driver oil tractor
* Radio operator
* Driver of fork-lift with a lifting capacity in excess of five tonnes and up to and including 10 tonnes
* Weighbridge attendant
* Driver of a straddle truck
* Driver of a concrete mixer over two cubic metre bowl and up to 4.9 cubic metre bowl
* Crane chaser/dogger
* Distribution facility employee level 2

**Transport worker grade 5**

* Driver of a fork-lift with a lifting capacity in excess of 10 tonnes and up to 34 tonnes
* Driver of a rigid vehicle with four or more axles and a GVM exceeding 13.9 tonnes
* Driver of a rigid vehicle and heavy trailer combination with three axles and a GCM of 22.4 tonnes or less
* Driver of an articulated vehicle with three axles and a GCM of 22.4 tonnes or less
* Driver of a concrete mixer with five cubic metre bowl and over

**Transport worker grade 6**

* Driver of a rigid vehicle and a heavy trailer combination with more than three axles and a GCM greater than 22.4 tonnes up to and including 53.4 tonnes
* Driver of a mobile crane lifting up to and including 25 tonnes
* Driver of an articulated vehicle with more than three axles and a GCM greater than 22.4 tonnes
* Driver of a low loader with a GCM up to and including 43 tonnes
* Driver of a fork-lift with a lifting capacity over 34 tonnes
* Transport rigger

**Transport worker grade 7**

* Driver of a double articulated vehicle up to and including 53.4 tonnes GCM—including B—Doubles
* Driver of a low loader with a GCM exceeding 43 tonnes
* When driving a low loader for each additional complete tonne over 43 tonnes GCM an extra 0.18% of the standard rate (as part of the weekly rate for all purposes) will be payable
* Provide that no load will exceed the limit prescribed by or under any State or Territory Act
* Distribution facility employee level 3

**Transport worker grade 8**

* Driver of a mobile crane with a lifting capacity in excess of 25 tonnes and up to 50 tonnes
* Driver of a rigid vehicle and trailer(s) or double articulated vehicle exceeding 53.4 tonnes GCM including B—Doubles
* Driver of multi-axle platform trailing equipment with a carrying capacity up to and including 70 tonnes capacity

**Transport worker grade 9**

* Driver of a mobile crane with a lifting capacity in excess of 50 tonnes
* Driver of a gantry crane
* Driver of a rigid vehicle with trailer combinations or articulated vehicle with trailer combinations exceeding 94 tonnes GCM
* Distribution facility employee level 4
* Aerodrome attendant

**Transport worker grade 10**

* Driver of a multi-axle platform trailing equipment with a carrying capacity in excess of 70 tonnes and up to and including 100 tonnes or each additional 10 tonnes or part thereof in excess of 100 tonnes an extra 2.18% of the standard rate (as part of the weekly wage rate for all purposes) up to 150 tonnes will be payable
* For each additional 10 tonnes or part thereof in excess of 150 tonnes an extra 2.09% of the standard rate (as part of the weekly wage rate for all purposes) up to 200 tonnes will be payable
* For work performed in excess of 200 tonnes and up to 300 tonnes an additional payment of 2.04% of the standard rate (as part of the weekly wage rate for all purposes) to be added to the 200 tonnes rate

**OIL DISTRIUBTION WORKERS**

**Distribution facility employee level 1**

(a) Responsible for the quality of their own work subject to detailed direction.

(b) Works in a team environment and/or under routine supervision.

(c) Undertakes duties in a safe and responsible manner.

(d) Exercises discretion within their level of skills and training.

(e) Possesses basic interpersonal and communication skills.

(f) Must be competent to perform one or more of the following tasks/duties:

(i) storing and packing of goods and materials in accordance with appropriate procedures and/or regulations;

(ii) preparation and receipt of appropriate documentation including liaison with suppliers;

(iii) allocating and retrieving goods from specific warehouse areas;

(iv) basic visual display unit (VDU) operation;

(v) periodic housekeeping and stock-checks; or

(vi) operating company small delivery vehicle.

**Distribution facility employee level 2**

**(a)** Able to work from complex instructions and procedures.

**(b)** Able to co-ordinate work in a team environment under limited supervision.

**(c)** Responsible for the quality of their own work.

**(d)** Possesses sound interpersonal and communication skills.

**(e)** Must be competent to perform one or more of the following tasks/duties:

**(i)** inventory and distribution facility control, including:

●licensed operation of all appropriate materials handling equipment;

●use of tools and equipment within the warehouse (basic non-trades maintenance);

**(ii)** VDU operation; or

**(iii)** operates three to six tonne truck.

**(f)** In addition to the above, may possess a duly recognised first aid certificate.

**Distribution facility employee level 3**

**(a)** Understands and is responsible for quality control standards.

**(b)** Possesses an advanced level of interpersonal and communication skills.

**(c)** Competent keyboard skills.

**(d)** Sound working knowledge of all distribution facility duties performed at levels below this grade, exercises discretion within scope of this grade.

**(e)** May perform work requiring minimal supervision either individually or in a team environment.

**(f)** Must be competent to perform one or more of the following tasks/duties:

**(i)** use of a VDU for purposes such as the maintenance of a deposit storage system, information input/retrieval, etc;

**(ii)** operation of all materials handling equipment under license, where required;

**(iii)** development and refinement of a distribution facility layout including proper location of goods and their receipt and dispatch; or

and including 13.9 tonnes GVM.

**(g)** In addition to the above, may be responsible for the proper application and maintenance of appropriate occupational health and safety standards.

**Distribution facility employee level 4**

**(a)** Implements quality control techniques and procedures.

**(b)** Understands and is responsible for a distribution facility or a large section of a distribution facility.

**(c)** Highly developed level of interpersonal and communication skills.

**(d)** Ability to supervise and provide direction and guidance to other employees including the ability to assist in the provision of on-the-job training and induction.

**(e)** Exercises discretion within the scope of this level.

**(f)** Exercises skills attained through the successful completion of an appropriate certificate and must be competent to perform one or more of the following tasks or combination:

**(i)** liaising with management, suppliers and customers with respect to distribution facility operations;

**(ii)** detailing and co-ordinating activities of other distribution facility workers; or

**(iii)** maintaining control registers including inventory control and being responsible for the preparation and reconciliation of regular reports or stock movement, dispatches, etc

Last modified: 2 November 2020

**For more information or assistance, please contact the friendly team at the**

**PVCA HR Advisory Service on**

**Telephone: 1800 835 167**

**Email: hrhotline@pvca.org.au**