

POSITION DESCRIPTION

Position Title:	Gardener Operator
Position Number:	10963
Directorate:	Strategic Projects & Infrastructure
Reports to:	Leading Hand Mowing & Open Spaces
Department:	Asset Maintenance
Agreement:	City of Karratha Enterprise Agreement 2021
Classification:	MEU Level 4

1. POSITION OVERVIEW

The Gardener Operator is responsible for performing the tasks and duties as assigned with the aim of achieving a standard of presentation of the parks, and reserves in accordance with the objectives and requirements of the Council.

2. DUTIES & RESPONSIBILITIES

2.1 Plant Operation

- Operate machinery of medium to high skill level as required associated with maintaining City Parks and Reserves. Including but not limited to Trucks, Backhoes, Loaders, Mini Skid Steer, Skid Steer, Water Cart, Excavator, Spray Equipment and ride on lawn mowers.
- Assist with movements of material to parks, ovals, facilities and playgrounds.

2.2 Tree Pruning and Mulching

- Complete tree pruning, removal and safe transportation to Tree assets to encourage tree growth, shape and meet guidelines and requests for sightlines, hazards and clearance

2.3 Tree & Shrub Planting

- Assist in implementation of annual tree planting programme and Street Tree Strategy to ensure Trees/Shrubs are planted to City specifications, staked, tied, watered and maintained through the establishment period.

2.4 Mulching

- Implement annual mulching programme to parks, ovals, facilities and street trees with the utilisation of machinery.

2.5 Open Areas Management

- Complete customer service requests and work tickets to ensure open areas, verges, footpaths and natural areas are clear of vegetation through means of spraying, slashing and pruning.

2.6 Litter

- Collect all litter and hazardous material prior to completing works and dispose of in an appropriate manner.

2.7 Turf Presentation and Pest Eradication

- Identify weeds and pests and use appropriate methods of control, i.e. through mechanical means or use of chemical control measures.
- Undertake visual inspections of turf and advise Leading hand if fertilising required. Undertake fertilising of Ovals and Parks as required, using appropriate machinery.

- Assist Turf Maintenance Officers with turf renovations of parks, ovals and facilities as required and requested.

2.8 Technical

- Report reticulation problems within lawns and gardens promptly to Leading Hand.
- Assist with construction projects and major maintenance works as instructed.

2.9 Mowing and Brush Cutting

- Maintain presentation of open spaces, verges, drains etc, keeping weed growth to a minimum, by operating various mowers and machinery.
- Maintain presentation of parks, ovals and surrounds, by mowing whipper snipping and edging as scheduled.
- Any other instruction or duty, including maintenance, as required by Parks and Gardens Maintenance Supervisor.

2.10 Health & Safety

Employees are responsible for ensuring that:

- All tasks are undertaken with the full understanding of the officer's obligation to take reasonable care to ensure personal safety and health at work and that of other persons in the workplace.
- They comply with all City policies and procedures relating to safety
- Utilise the City's procedure for *WHS Communication, Consultation and Issue Resolution*.
- They will not misuse or damage any equipment provided in the interests of safety or health
- Observe all safe working practices as directed by the supervisor
- Use and maintain protective equipment correctly
- Report ALL accidents and incidents (including near-miss) arising in the course of work to direct line manager / supervisor ASAP and then complete the Accident Incident Report form as soon as reasonably practicable within 24 hours where possible.
- Report all hazards using the Hazard Notification Form.
- Other roles and responsibilities outlined in the *WHS Management at the City of Karratha: Roles and Responsibilities*.
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3. SKILLS, KNOWLEDGE & EXPERIENCE (KEY SELECTION CRITERIA)

3.1 Judgement and Problem Solving

- Ability to work under minimal direction either alone or in a team environment.
- Ability to manage work commitments and meet deadlines
- Required to make technical and operational decisions relating to own work and safety and safety of the public.

3.2 Specialist Knowledge and Skills

- Significant experience in the operation of various mobile plant and medium to high level skill on each.
- Previous experience with garden maintenance and the use of associated plant and equipment.
- Application of developed skills acquired through on-the-job training or accredited external training.

3.3 Interpersonal Skills

- Ability to work well with in a team
- Developed communication skills to enable them to effectively provide advice to other employees, higher level staff, clients, suppliers and members of the public.

3.4 Physical Requirements

- Fitness, agility and mobility to safely carry out use of necessary tools and perform heavy lifting in accordance with Worksafe guidelines.

3.5 Qualifications and Experience

- Current HR Auto Drivers License or the willingness to gain within six months.
- Extensive experience in the maintenance and development of parks, gardens and landscaping.
- Certificate 3 in Horticulture (Desirable)
- Basic worksite traffic management certificate (Desirable)
- Chemical Handling Certificates or WA Pest Management Technicians License (Desirable)
- Tree Pruning and Planting Experience
- Turf fertilising and chemical application
- Experience in mobile plant operation and certificates of competency for relevant machines required for parks & garden construction and maintenance including;
 - Loader
 - Backhoe
 - Skid Steer
 - Mini Skid Steer
 - All general lawn mowers
- National (or Federal) Police Certificate (no more than 6 months old)