

# POSITION DESCRIPTION

<b>Position Title:</b>	<b>Gardener Operator</b>
<b>Position Number:</b>	<b>10963</b>
<b>Directorate:</b>	<b>Strategic Projects &amp; Infrastructure</b>
<b>Reports to:</b>	<b>Leading Hand Mowing &amp; Open Spaces</b>
<b>Department:</b>	<b>Asset Maintenance</b>
<b>Agreement:</b>	<b>City of Karratha Industrial Agreement 2023</b>
<b>Classification:</b>	<b>MEU Level 4</b>

## 1. POSITION OVERVIEW

The Gardener Operator plays a vital role in ensuring that our parks and reserves are beautifully maintained and presented in alignment with the Council's objectives. This position offers the opportunity to work in diverse outdoor environments, utilizing a variety of machinery and techniques to create and sustain green spaces that our community can enjoy.

## 2. DUTIES & RESPONSIBILITIES

### 2.1 Plant Operation

- Operate a range of machinery with medium to high skill levels required for the maintenance of City Parks and Reserves. This includes, but is not limited to, Trucks, Backhoes, Loaders, Mini Skid Steer, Skid Steer, Water Cart, Excavator, Spray Equipment, and ride-on lawn mowers.
- Assist in the transportation of materials to parks, ovals, facilities, and playgrounds, contributing to the smooth operation of our green spaces..

### 2.2 Tree Pruning and Mulching

- Perform tree pruning, removal, and safe transportation to support the growth and shaping of trees. Ensure tree maintenance aligns with safety guidelines, visibility, and clearance requirements.

### 2.3 Tree & Shrub Planting

- Support the implementation of the annual tree planting program and Street Tree Strategy, ensuring that all Trees/Shrubs are planted to City specifications. This includes staking, tying, watering, and maintaining them through their establishment period.

### 2.4 Mulching

- Execute the annual mulching program across parks, ovals, facilities, and street trees using appropriate machinery, enhancing the health and appearance of these areas..

### 2.5 Open Areas Management

- Respond to customer service requests and work tickets, ensuring open areas, verges, footpaths, and natural spaces are free from vegetation through spraying, slashing, and pruning.

### 2.6 Litter

- Collect and properly dispose of litter and hazardous materials before commencing any work, contributing to the cleanliness and safety of public spaces.

## **2.7 Turf Presentation and Pest Eradication**

- Identify weeds and pests, applying suitable control methods, whether mechanical or chemical.
- Conduct visual turf inspections and communicate with the Leading Hand about fertilization needs. Assist with turf renovations and fertilization of ovals and parks as required.

## **2.8 Technical**

- Report any reticulation issues within lawns and gardens promptly to the Leading Hand.
- Participate in construction projects and significant maintenance tasks as directed

## **2.9 Mowing and Brush Cutting**

- Maintain the aesthetic presentation of open spaces, verges, drains, and other areas by operating various mowers and machinery.
- Ensure the upkeep of parks, ovals, and surrounding areas through scheduled mowing, whipper snipping, and edging.

## **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*.

## **3. SKILLS, KNOWLEDGE & EXPERIENCE (KEY SELECTION CRITERIA)**

### **3.1 Judgement and Problem Solving**

- Proven ability to work independently or within a team, managing tasks and meeting deadlines effectively.
- Sound judgement in making technical and operational decisions related to personal and public safety.

### **3.2 Specialist Knowledge and Skills**

- Extensive experience in operating various mobile plant equipment with a medium to high skill level.
- Solid background in garden maintenance, including the use of related machinery and tools.
- Proficiency developed through on-the-job training or accredited external training.

### **3.3 Interpersonal Skills**

- Strong team collaboration skills, with the ability to communicate effectively with colleagues, supervisors, clients, suppliers, and the public.

### **3.4 Physical Requirements**

- Adequate fitness, agility, and mobility to safely perform heavy lifting and operate necessary tools, following Worksafe guidelines

### **3.5 Qualifications and Experience**

- Current HR Auto Drivers Licence 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)