

POSITION SUMMARY

SPORTS FIELDS SUPERVISOR (589)

Directorate	Engineering Services
Section	Parks & Recreation
Classification	Band 2, Level 3, Grade 7
Position Status	Permanent full-time
Commencing Salary Range	\$1,523.30 - \$1,600.41 per week.
Reports to	Operations Manager Parks
Direct Reports	1
Work Location	Depot/Workshop

Position Purpose

To coordinate, plan and implement general maintenance activities to all Council sporting facilities including maintenance of artificial and organic turf surfaces.

Key Responsibilities

1. Coordinate the day to day preparation of sporting fields and facilities for use by Council approved clubs, schools and other organisations.
2. Maintain irrigation systems within Council Sporting Facilities.
3. Ensure that work practices and staff adhere to the required WHS policies and directions imposed by State Government and Council.
4. Attend to various maintenance issues through Council's Public Liability Defence Strategy and Customer Request system on a daily basis as required.
5. Preparation of detailed plans for specific projects, standard reports and correspondence as required.
6. Offer technical/horticultural advice to the organisation when required.
7. Relieve and support other Supervisor work units within the Recreation Section as requested.

This document reflects the major elements and responsibilities of this position and is not designed to be prescriptive in nature. A full Position Description will be provided to candidates upon request or upon offer of employment.

Selection Criteria

Essential

- Advanced Certificate in Greenkeeping.
- Class C Drivers Licence.
- Minimum of four years' experience in similar position.
- The agreement to take leave in accordance with the Recreation Section's leave roster and outside the recognised peak growing season.
- Demonstrated experience in the management of staff.
- Demonstrated knowledge of irrigation systems.
- Adequate numeracy and literacy skills to fulfil the requirements of the position.

Desirable

- Relevant WHS Certificates
- Relevant WorkCover Certificates.
- MR/HR Licence
- Management/Supervisory Qualifications.

Immunisations (willingness to undergo)

- Nil

Expected Organisational Standards

1. Follow defined WHS procedures.
2. Provide service to customers.
3. Work effectively in the local government context.
4. Work with others in local government.
5. Communicate in the Workplace.
6. Follow defined risk management policies and procedures.
7. Follow defined ethical guidelines from Council, including Code of Conduct.
8. Follow defined environmental sustainability guidelines.

Employment Conditions

- 38 hour week with RDO every third week.
- Take Annual Leave in accordance with the applicable Leave Roster.
- Hours of work are 7.21am to 4.15pm Monday to Friday.
- Probationary period of 3 months, with the possibility of salary progression at the end of your probation period.
- Four weeks annual leave.
- Long Service Leave after 5 years.
- Superannuation of 10.5% paid by Council.
- Medical and audio required as part of selection process.

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