

Job Demand Analysis

Placement/Job Title:	Greenkeeper
Division/Branch:	Community and Recreation / Operations
Date of Assessment:	20 November 2012
Assessment Completed By:	Human Resources Advisor 4 Team Leader Sporting Facilities
Standard Hours:	7am to 4pm (8½ hours per day), 9 day fortnight
Variable Hours:	<input checked="" type="checkbox"/> Overtime <input checked="" type="checkbox"/> On Call <input checked="" type="checkbox"/> Call Outs
Breaks / Rest Periods:	10 minute morning tea break 30 minute lunch break

Environmental/Psychosocial Factors

- Greenkeepers work in all weather conditions and are required to work on uneven/sloped terrain and slippery/muddy ground surfaces may also be traversed at times. Snakes and spiders may also be present in the vicinity of the work area.
- At times work will be conducted in high traffic areas.
- Works as part of a team and individually as required.
- May be required to perform overtime and may be called out for emergency situations. However, this is only required on an intermittent basis.
- It should be noted that Parks and Landcare has a peak period in summer and an off peak period in winter, while employees work their set hours every week in the peak period team leaders are required to juggle a higher demand for their services and may experience increased requirement for overtime.

Job Descriptions

This position is required to assist the team leader of sporting facilities to provide quality sporting field preparation, including actively promoting Councils policies with regard to turf management, asset maintenance and irrigation maintenance.

Please see corresponding position description for further information.

Physical Demands	Rarely 1-5%	Occasional 6-33%	Frequent 34-66%	Continuous 67-100%	Comments
Standing				X	At work site on dirt, grass, shale, gravel and concrete.
Walking				X	Required when undertaking field inspections and labouring duties.
Sitting	X				Drive to and from worksite in van or truck.
Bending/ Stooping		X			Labouring tasks, shovel, tool use.

Physical Demands	Rarely 1-5%	Occasional 6-33%	Frequent 34-66%	Continuous 67-100%	Comments
Squatting/ Crouching			X		Labouring tasks, tool use. Required for maintaining and repairing irrigation systems.
Kneeling			X		Labouring tasks, tool use. Required for maintaining and repairing irrigation systems.
Reaching overhead	X				Hand/power tool use, lift, carry, position materials.
Reaching waist level/below waist level		X			Lift and carry tools, Equipment and materials.
Trunk Rotation			X		Labouring tasks, shovel, rake, tool and equipment use. Also required when driving.
Repetitive forearm, hand and finger movements				X	Required constantly when using tools, equipment, materials for maintaining and repairing irrigation systems and also while performing labouring duties.
Manual dexterity & handling				X	Required constantly when using tools, equipment, materials for maintaining and repairing irrigation systems and also while performing labouring duties.

Manual Handling			
	Weight:	Frequency:	Comments:
Lifting	1-10kg	Frequent	Weed eater, litter, shovel, rake, hand and power tools, materials e.g. fuel containers, fertiliser bags. Lifting ranges involve: floor to waist and waist to shoulder. A team lift or lifting aids are utilised for lifting heavier items.
	25kg	Occasional	
	>25kg	Rarely	
Carrying	Up to 10kg	Frequent	Hand and power tools, materials.
	Up to 25kg	Occasional	Required when carrying fertiliser to load in machines
Pushing/Pulling	10-25 kg	Frequent	Tool use, saws, positioning materials e.g. wheel barrow, push mowers.

Tools Used		
Tool:	Weight:	Comments:
Fertiliser bags	22.5kg	Loaded into machinery.

Push mowers		Requires two person lift; Bilateral cylindrical grasp. Used occasionally
Concrete edger		Requires two person lift. Used on cricket pitches.
Litter waist bag		Collection in parks; hook grasp/lateral grasp.
Wheel barrow		Nil.
Chainsaw	10kg	Bilateral grip required; palmar supinate grasp. Personal protective equipment must be worn.
Hedge trimmer	7-10kg	Bilateral grip required. Personal protective equipment must be worn.
Whipper snipper	10-15kg	Bilateral grip required. Personal protective equipment must be worn. Operated on slopes.
Spray pack	15kg	2 straps and worn across shoulders.
Pole saw	15kg	Left forearm, right at rear. Personal protective equipment must be worn.
Push mower and edger	20kg	Bilateral grip required and forward motion required.
Mulch forks and shovels	5kg when loaded	Bilateral grip required. Only used occasionally.
Crowbar and sledgehammer	15kg and 1.8kg	Personal protective equipment must be worn.
Fuel containers	20kg	Unilateral lifting/hook grasp required; awkward to handle at 20 litres.

Balance

	Exposure to:	Comments:
Level ground	Yes	Hills, trails, on and off back of ute or truck.
Uneven ground	Yes	Hills, trails.
Unprotected high levels	Yes	Limited exposure but are required to use elevated platforms.

Environmental Conditions

	Exposure to:	Comments:
Inside work	No	Not applicable.
Outside work	Yes	Parks and other recreation areas.
Night Work	Yes	May be required for emergency call outs.
Extreme heat	Yes	Exposed to all weather conditions
Extreme cold	Yes	
Humid or wet	Yes	
Noise	Yes	
Vibration	Yes	Trucks, equipment, power tools.
Mechanical hazards	Yes	Jack hammer, chain saw, other power tools.
Electrical hazards	No	Around trucks, equipment, hand and power tools.
Risk of burns	No	Nil.
Radiant energy	Yes	Nil.
Poor ventilation	No	Sun
Moving objects	Yes	Nil.
Sharp tools	Yes	Working around trucks and equipment.
Cluttered or slippery floors	Yes	Shovels, chain saw, drill, hand saw.
Elevated surfaces	No	Some surfaces can be slippery e.g. dry leaves on uneven surface or wet surface.
Lighting	Yes	Rarely required.
	Yes	Day light, sun light, over head lights in buildings.

Environmental Conditions		
	Exposure to:	Comments:
Exposure to fumes/odours/ dusts/mists/gases	Yes	Fertiliser, possible dust at some worksites. Chemicals such as round-up and fertilisers
Exposure to biological hazards	Yes	Sharps

Sensory/Communication		
	Required:	Comments:
Vision	Yes	Labouring tasks, working around trucks and equipment.
Hearing	Yes	Communicating with co-workers.
Speech	Yes	Communicating with co-workers.
Reading	Yes	Job orders, completing risk assessments.
Writing	Yes	Nil.
Numerical ability	Yes	For making up chemical sprays usually diluted with water.

This Job Demand Analysis has been assessed and approved by the relevant Supervisor and corresponding Manager within Dubbo Regional Council. This Job Demand Analysis will be implemented on 8 April 2013.