

POSITION DESCRIPTION

Our Values:



Position title:	Tractor Operator Parks and Open Spaces
Trim Reference:	ED22/40841
Position code:	TBA
Section:	Civic Services – Parks & Open Spaces
Position reports to:	Team Leader - Civic Pride
Band and Level:	TBA
Salary grade:	Grade 5
Staff management:	Nil
Budget responsibility:	Nil

Primary function:

Reporting to Team Leader – The Tractor Operator Parks and Open Spaces is responsible for undertaking duties:

- Work within a team environment and carry out a range of tasks consistent with a multi-skilled Parks and Open Spaces Team to improve the amenity of Lismore and surrounding Villages.
- Operate and maintain of plant and equipment used within parks environment,
- Cooperate and communicate with team members
- Provide assistance across the scope of Civic Services – Parks & Open Spaces.

This position is part of a multi-skilled team and is required too flexible and agile. From time to time, this role may be required to support more than one department as the need arises and provide support across the organisation as directed.

Person Description:

The right person for this role will:

- Be accepting of new ideas and embrace change
- Be outcome focused
- Be open minded in sharing information and knowledge freely
- Have a drive for improvement
- Have personal integrity and take responsibility
- Have a genuine customer service focus
- Can prioritise and schedule work and meet deadlines
- Have excellent time management and organisational skills
- They will embody Council's values.

Key responsibilities and performance goals:

	Responsibilities	Accountability
Work Health and Safety	Follow defined work health and safety policies and procedures relating to the work being undertaken to ensure own safety and that of the public and others in the workplace.	• An engaged workforce fostering a culture of safety and behaviour based on safety principles.
Service delivery	Provide a level of service which meets the expectations of the community	• Align service delivery to meet current tasked schedules and rosters. • Enhance your knowledge base of plants and vegetation.
Communication and Consultation	Level of written, verbal, and interpersonal communication skills to liaise with team, take orders and complete related forms as required. e.g., timesheets, leave forms, maintenance schedules and diary notes.	• Provide clear concise information.

Entry Level Qualifications: Skills and Experience

Qualifications, certificates and licences

- Experience (2 plus years) in operating a 4 x 4 Tractor and Slasher within a Parks and Recreation environment
- Experience (1 plus year) in operating Mid Deck mowing equipment
- Chemical Accreditation Certificate
- WorkCover Construction Induction Card
- Current Class C Driver's Licence
- Traffic Controller Certificate

Experience, skills and knowledge

- Demonstrated competency in:
 - o Operation and maintenance of a 4 x 4 Tractor and Slasher in adverse conditions
 - o Operation and maintenance of Mid Deck mowing equipment
- Application, storage, and transportation of chemicals.
- Teamwork.
- Written and verbal communication.
- WH&S, Risk Assessments, and hazard prevention.