

POSITION DESCRIPTION	
<b>Title:</b>	<b>Plant/Tractor Operator</b>
<b>Department</b>	<b>Parks &amp; Gardens</b>
<b>Reports to:</b>	<b>Mowing Supervisor</b>
<b>Grade:</b>	<b>9</b>
<b>Hours:</b>	<b>38 hour per week</b>
<b>Position Allowances:</b>	<b>Adverse Conditions Allowance – Level 1</b>
<b>Vehicle:</b>	<b>No</b>
<b>Position Code:</b>	<b>83521, 83528, 83529, 83530, 83531, 83532, 83533</b>
<b>Pre-placement Medical:</b>	<b>High Risk – required</b>
<b>National Criminal Check:</b>	<b>Not Required</b>
<b>WCCC Check:</b>	<b>Not Required</b>
<b>Date Developed:</b>	<b>Dec 2014</b>
Position Purpose	
To carry out general slashing duties which includes the operation of small plant and special Tractor Implements without direct supervision.	
Qualifications and Experience	
<i>(Minimum required/essential for success in the job)</i>	
<p><b><u>Essential:</u></b></p> <ul style="list-style-type: none"> <li>• Demonstrated work performance and knowledge, skills and experience in Parks &amp; Gardens works including operating a Boom Slasher and implements.</li> <li>• Well developed interpersonal and communication skills for effective liaison with work team, supervisor, coordinator and public.</li> <li>• Ability to perform prescribed tasks with minimal supervision.</li> <li>• Sound understanding and commitment to WHS and statutory requirements, quality standards and management systems.</li> <li>• Understanding of relevant practices and policies.</li> <li>• Basic ability to use computers and mobile devices.</li> </ul>	

- General Induction for Construction Work Certificate (White card).
- Physically capable to undertake task relevant to the position including parks maintenance activities.
- Experience in contributing to improvements to a quality management system or suggestions for other business improvement
- Traffic Controllers (stop/slow) Ticket or ability to obtain within probationary period. (Blue card).
- Farm Chemical Users certificate or equivalent or ability to obtain within probationary period.
- Current Class C drivers license.

**Desirable:**

- Certificate II or III in one or more of the following:
  - a. Nursery
  - b. Parks & Gardens
  - c. Landscape
  - d. Conservation Land Management
  - e. Arboriculture
  - f. Turf
- Local Government Experience.
- Apply Traffic control ticket (Yellow card).
- Working under overhead powerlines accreditation.

## Main Activities/Tasks

Council operates on the principle of existing to provide benefits for our Community, Councillors, Customers and the Council itself – we call this the 4C's. This position is required to do everything they can to identify, develop, resource, provide, support and measure benefits to the 4C's.

Maintain Council's assets under your control as well as work for external client in the most satisfactory state of repair in accordance with resource allocation by:

- Utilise assigned resources associated with parks/ natural areas maintenance to provide the most efficient and cost effective environment.
- Assist in the maintenance, repair, security and care of plant, equipment, tools and other Council assets assigned to or utilised by you or your team.
- Identify improvements in operations, maintenance requirements and other activities within area of responsibility.
- Assist in the review of works undertaken
- Communicate with the community and internal customers in regards to parks/natural areas maintenance.

- Ensure accurate completion of own work orders, dockets, daily diary (if required), daily/weekly checklists, accidents and incident reports and other organisational forms and reports as required.
- Ensure compliance with Council policy and procedure including Council's Code of Conduct, Purchase, Risk Management and other relevant policies and legislations.
- Be aware of and protect public utilities on work site.
- Physically undertake parks/natural areas labouring activities throughout the city
- Provide operational advice to Supervisor.

Develop effective leadership by:

- Continuing development of an organisational culture consistent with the Council's Purpose Approach and Values.
- Maintain technical competency and continually improve quality of service provided

Work within and apply environmental and sustainability principles within area of responsibility.

Assist in the operation and maintenance of the Works Depot

Perform other duties consistent with the requirements of the position

#### **Work Health & Safety**

- Required to take reasonable care of self and others in the workplace
- Cooperate with all health and safety policies and procedures agreed to by management and staff
- Report any unsafe conditions that are identified
- Not bypass or misuse systems or equipment provided for WH&S purposes.
- Must participate in WH&S training as required and contribute to the identification of hazards and assessment of risks as required.

#### **Accountability and Behaviours**

- To ensure that they are accountable for their behaviours in the delivery of their duties noted in the position and other functions relating to their role.
- To conduct yourself at all times in accordance with Council's Core Organisation Values when dealing with Council, Community, Customers and Councillors (4C's).

#### **Organisational Values**

- Apply and demonstrate Council's Core Organisation Values - Collaboration, Accountability, Integrity, Respect, Sustainability