



Plant Operator

POSITION PROFILE

Division	Shire Infrastructure	Status	Full time - Permanent
Unit	Parks Operations	Salary Grade	Grade 4
Reports to	Coordinator	Reviewed	26/03/2019

STRATEGIC INTENT

The Parks Operation Business Unit is an operational unit which provides passive, active open space, tree, bush land and formal garden maintenance. Additionally, the Unit provides turf wicket management, sports fields upgrades and maintenance, as well as minor landscaping works.

The Business Unit's key objectives focus on maintaining the local infrastructure to improve life-span and usability, maintaining the natural environment, while meeting agreed service standards, and the diverse needs of the community.

POSITION PURPOSE

The position is responsible for the ongoing maintenance of the Council's horticultural assets throughout the Shire either on a fixed garden site, a mobile maintenance team, or single operator of a tractor. It's a hands on position with responsibility for self-managing your output working within a team.

The primary function of the position is to ensure that horticultural works are completed in an effective, efficient and safe manner in line with Council's Operating Procedures. In this role the incumbent may be directed to work in other areas of the Unit to satisfy workload and resourcing requirements.

POSITION OUTCOMES AND ACCOUNTABILITIES

OUTCOME TO BE DELIVERED	PERFORMANCE STANDARD
<ul style="list-style-type: none">- Deliver, load and unload materials and equipment as required- Apply horticultural chemicals, as required or directed- Maintain work sites to comply with quality and environmental legislation- Maintain records associated with the position.	<ul style="list-style-type: none">- Goods and materials are handled on and off vehicles safely and delivered / stored in appropriate position- Materials and equipment are delivered safely and on time to the nominated destination in line with HVNL.- Work sites are prepared to comply with Council standards and WHS guidelines.- Chemicals are applied according to legislative and SSC work plans.- Personal protection equipment is used appropriately.- Waste, spoil, materials collected and disposed of according to applicable SSC work practices and Environmental Legislation.- Work records are maintained and clearly communicated including: timesheets, any leave, work activities, asset

<ul style="list-style-type: none"> - Provide technical advice and service to internal and external customers. - Perform other role associated duties as directed. 	<ul style="list-style-type: none"> numbers, equipment and machinery usage and maintenance; herbicide use and other records as required. - Customers are treated with respect and courtesy. - Advice and service is provided to customers within the Councils Code of Conduct. - Work is performed to agreed industry standard and within the agreed timeframe.
<ul style="list-style-type: none"> - Identify the relevant asset maintenance category and standard applicable to individual work sites. - Contribute to the establishment of the objectives of the work team. - Contribute to the delivery of Parks Operations Unit objectives. - Convey information relevant to the job to the 1 up Supervisor / Coordinator and other work team members. - Ensure the security of Council plant and property 	<ul style="list-style-type: none"> - Asset maintenance category and service standard are correctly identified and maintenance works are performed accordingly. - Duties are performed in an efficient and effective manner and to the standard required. - Resources are efficiently and effectively utilised. - Participate in annual performance appraisal process - All team members are familiar with the Business Unit objectives and apply themselves to positively contribute towards them. - Team Leader or line Management are advised of relevant job related issues and occurrences. - Incidence of theft, loss or damage of Council assets attributed to the actions of employees is negated and any loss or theft reported immediately.
<ul style="list-style-type: none"> - Select, prepare and operate appropriate plant and equipment for type of use as required. - Plant and equipment is serviced in accordance with the manufacturer's specification. - Monitor condition and performance of plant and equipment 	<ul style="list-style-type: none"> - Equipment is selected to ensure that work is carried out safely and efficiently. - Pre-start operating checks are completed to manufacturer's instructions. - Equipment operation is checked, defects are timely reported and repairs or replacements are arranged. - Plant and equipment cleaned and stored as required. - Plant and equipment is made available to Councils mechanical workshops for servicing as required. - Operational management notified of equipment performance, durability and condition issues.
<ul style="list-style-type: none"> - Establish and manage a traffic control plan around a work site. - Control traffic at a work site. 	<ul style="list-style-type: none"> - Work site traffic control plan developed - Work team consulted / instructed in the implementation of the traffic control plan. - Traffic barriers and warning signage erected according to plan. - Pedestrian and vehicular traffic managed in a safe manner as per training / selected plan.

SELECTION CRITERIA / SUCCESS PROFILE

Qualifications, Certificates or Licences	Essential	<ul style="list-style-type: none"> - Class MR driver's licence – valid - NSW WHS General Induction Card (White card)
	Desirable	<ul style="list-style-type: none"> - Certificate 2 Horticulture, Arboriculture or equivalent related industry qualification - Traffic Control Certificates (Blue / Yellow Level) - AQF3 Chemcert or equivalent qualification
	Essential	<ul style="list-style-type: none"> - Minimum 2 years recent industrial experience in a similar role and or duties - Operation of horticultural plant & equipment e.g. tractor & slasher, 3 tonne truck, commercial wood-chipper, chainsaw, ride-on mower, etc. - Demonstrated ability to plan and execute horticultural work tasks, including chemical application - Demonstrated communication skills with the ability to effectively liaise with staff, peers and the general public - Demonstrated understanding of WHS and application of safe working methods
	Desirable	<ul style="list-style-type: none"> - Sound technical knowledge of parks maintenance activities - Operation of a medium rigid truck (up to 5 tonne) including trailer - Working within a team to coordinate resources for shared asset services - Provision of worksite traffic control and management

CORE CAPABILITIES

Attributes	<p>Decision making: Achieving desired outcomes by evaluating and identifying options, and involving others in decisions affecting them</p> <p>Task oriented: Ability to ensure set tasks are achieved, and interacts with others to achieve desired outcomes.</p> <p>Workplace documents: Ability to read, interpret and complete workplace documents, plans and records.</p> <p>Goals oriented: Works to achieve self-set goals, taking on challenging tasks when necessary in order to achieve them</p> <p>Communication skills: effective verbal and written communication skills.</p> <p>People skills: empowers others to think for themselves, able to approach and attempt to resolve disputes in a constructive way and able to provide positive and constructive feedback when necessary.</p> <p>Team focussed: Willing to be mentored, and to share skills, experience and knowledge via formal and informal collaboration with colleagues</p>
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OUR VALUES

Behaviours	<p>Collaborate - We are a united team. We work together to deliver great outcomes for our community.</p> <p>Achieve – We have a can-do attitude and deliver on our commitments. We pursue excellence and believe in making a positive contribution to our community.</p> <p>Respect – We communicate openly, act with integrity and are inclusive</p> <p>Evolve – We look for opportunities and embrace change, championing new ideas, and celebrating solutions.</p>
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CORPORATE OBLIGATIONS

Employees	No direct reports
Delegations	Authority to operate within the Delegations attached to the position
Risk Management	Managing work practices to mitigate all identified risks, identifying and reporting additional risk and threats and assist in devising strategies to mitigate these risks.
Workplace Health and Safety	Comply and co-operate with WHS policies, procedures, instructions and safe systems of work.
Code of Conduct	All employees are responsible for adhering to Council's Code of Conduct and the policies and procedures that support it
Workplace Behaviour & EEO	All activities must comply with Council's Workplace Behaviour Guidelines.
Enterprise Content Management	Comply with Council's Enterprise Content Management Determination and associated guidelines including creation of appropriate records in Council's records management system and proper custodianship of records to ensure against loss, removal or destruction
Continuous Improvement	Identify obsolete and inefficient practices and recommend changes where appropriate
Customer Focus	Championing an exceptional customer experience, and evaluating customer satisfaction in order to continually improve service delivery
Procurement	Activities are conducted in accordance with the Purchasing Policy and Procedures to provide transparency and cost effectiveness in procurement

SPECIFIC CONDITIONS OF EMPLOYMENT

- 38 hour 9 day fortnight, hours of operation are 6.50am until 3.37pm.
- Trade and plant licences are to be maintained valid at all times.
- Employees of Council can and will be asked / expected to work at various locations and in teams across the Sutherland Shire area.
- Planned leave can be restricted over the peak summer period as per the Award.