

<b>POSITION TITLE</b>	<b>Plant Operator Parks &amp; Gardens</b>
<b>DEPARTMENT</b>	<b>Infrastructure Services</b>
<b>GROUP</b>	<b>Works</b>
<b>LOCATION</b>	<b>Mareeba</b>
<b>CLASSIFICATION / LEVEL</b>	<b>LGEA Level 4</b>
<b>REPORTS TO</b>	<b>Ganger Parks &amp; Gardens</b>

### Department Summary

The Infrastructure Services Department is responsible for the planning and delivery of Council capital works and major operational works programs.

Department business units include:

- Works
- Technical Services
- Water & Waste
- Assets & Projects

### Position Summary

The Plant Operator Parks & Gardens is responsible for undertaking a variety of duties to assist in the presentation and maintenance of Council's open spaces. These include the safe operation and general maintenance of Council's plant, equipment and other machinery, performing general duties such as mowing, weeding, brush cutting, fertilising, irrigating and picking up litter as well as to provide other support for the workgroup as directed. A Plant Operator Parks & Gardens will need to work anywhere within the Mareeba Shire as required.

The position requires physically demanding work to be undertaken in a hot and humid climate on a daily basis. As such it is the responsibility of the Plant Operator Parks & Gardens to ensure they are physically fit and able to efficiently and consistently undertake these tasks. This includes a requirement to maintain their weight at or below the Safe Working Load (SWL) for the seat of the machinery and equipment the position is required to operate.

### Key Responsibilities

- Perform duties in a manner that positively influences public perceptions on Council's Parks and Gardens work force
- Operate Parks and Gardens machinery, plant and equipment and perform all task safely and effectively in an accordance with Council policy and procedure
- Ensure worksite housekeeping and vehicle presentation is of a high standard and reflects positively on Council's image
- Foster respectful and productive working relationships within the crew and across other sections of Council
- Complete basic maintenance and repairs of plant including submission of plant maintenance reports ensuring equipment is maintained and used in a safe, clean and serviceable condition

- Fertilise, irrigate, mow, weed, prune, spray and control pests in parks and gardens with due regard for the safe use of agricultural chemicals
- Remove and dispose of debris and litter from parks and gardens and assist the team in the completion of additional labour tasks where required
- Assist in the preparation of burials and maintenance of cemeteries
- Assist and undertake landscape construction and maintenance of parks, gardens and playgrounds as required including the cleaning of facilities
- Other responsibilities as directed from time to time

### **Skills and Knowledge**

- Demonstrated ability to work as a member of a team
- Demonstrated verbal and written communication skills
- Ability to perform general maintenance on machinery
- Knowledge and experience in the operation of mowers, brush cutters and chainsaws, or the ability to rapidly acquire these skills
- Awareness of safe work practices including manual handling techniques and ability to follow Workplace Health and Safety procedures and policies
- Demonstrated knowledge and experience in horticulture, or the ability to rapidly acquire this knowledge.

### **Qualifications and Experience**

#### ***Essential (Mandatory for the position)***

- Current Queensland C Class driver's licence
- Queensland Construction White Card, or National equivalent
- Traffic Management Level 1 (MUTCD) or ability to acquire
- Competency in operating tractor / slasher combinations and/or other plant

#### ***Desirable***

- Level 1 Chainsaw qualification
- ACDC Licence
- Bobcat ticket
- Current Qld MR Class Drivers Licence
- MUTCD Level 2
- Certificate II in Horticulture or higher level of Attainment in Horticulture / Turf management
- Current Traffic Control Accreditation or be eligible to obtain accreditation, which will require a criminal check (Crimtrac)

### **Environmental Obligations**

All employees have a legal obligation to comply with environmental legislation and must comply with any Environmental Authority issued to Council to carry out activities. Clause 4.2.5 of the Employee Code of Conduct provides further detail on employee and supervisor compliance requirements.

### **Workplace Health and Safety Obligations**

All employees have a legal obligation to comply with WHS legislation. Employees must work in accordance with the Council Safety Management System – SAFE PLAN and comply with the WHS Responsibility Statement relevant to their position - see Schedule S3 attached.

**SCHEDULE S3**

**WHS RESPONSIBILITY STATEMENT**

**Workers**

All employees have a legal obligation to comply with WHS legislation, the Council WHS Management System (SAFE PLAN), WHS policies, procedures and work instructions. These operate to ensure the health and safety of employees, contractors, visitors, volunteers, the public and the environment.

The following responsibilities apply to all employees, including permanent, part-time and casual employees:

1. Ensuring you keep up to date and comply with WHS legislation and SAFE PLAN (WHS Plan) and participate in the completion of Monthly Action Plans (MAPs)
2. Performing all work and associated functions in a safe manner
3. Complying with WHS policies, procedures, reasonable written or verbal work instructions issued by Council or its officers
4. Correctly using and maintaining all personal protective clothing and equipment supplied by Council
5. Identifying hazards, conducting risk assessments, and taking corrective action to eliminate hazards where possible in the workplace, and/or to report hazards and risks in accordance with WHS procedures
6. Establishing and maintaining a high standard of housekeeping and cleanliness within individual work areas and on Council property generally
7. Reporting and assisting with the investigation of all incidents in the workplace, including minor injuries, near misses and property damage as requested
8. Attending relevant toolbox talks, team discussions or specific training organised by Council
9. Identifying the location of first aid treatment centres, fire protection facilities and evacuation procedures in the work area
10. Working in a manner that will not endanger you, other employees or the public
11. Cooperate with any reasonable instruction given by Council officers
12. Report any safety concerns to your supervisor
13. Ensuring compliance with National Heavy Vehicle legislative requirements relevant of this position.

I have read and understand the above position description and WHS Responsibility Statement S3					
<b>INCUMBENT NAME</b>		<b>SIGNATURE</b>		<b>DATE</b>	
<b>SUPERVISOR NAME</b>		<b>SIGNATURE</b>		<b>DATE</b>	

Last Review Date: 12 March 2024