

POSITION DESCRIPTION

HORTICULTURAL MAINTENANCE WORKER (MOWER OPERATOR)

Our City Vision:

Port Adelaide Enfield is a welcoming, liveable City: made by people.

Our Goals

Thriving Community	Prosperous Economy	Clean And Green City	Places For People
<i>A City where people have the opportunity to connect and flourish</i>	<i>A City with a thriving economy that enriches its local community</i>	<i>A City that values its natural environment</i>	<i>An accessible City where people love to be</i>

Organisational Capability:

Our diverse workforce is resourced to deliver meaningful outcomes.
Our systems, processes and tools are contemporary and reflect leading practice.
Our assets and finances are managed with good stewardship.

We value our constructive workplace culture:

That is supportive, takes on challenges, seizes opportunity, builds great relationships and is proud of what we deliver for our diverse community. We inspire people to be creative, grow and learn. We place no limits on what we can achieve.

Our Organisational Values

Make a Difference We serve our community well	Grow & Improve We improve our work everyday	Better Together We collaborate & create to deliver meaningful outcomes
<ul style="list-style-type: none"> • Deliver public good • Improve the quality of people's lives • Community focussed • Deliver Council's City Plan 	<ul style="list-style-type: none"> • Innovate • Continuously improve • Problem solve • Adapt & change • Engage the community • Shape the future 	<ul style="list-style-type: none"> • Trust, honesty, integrity • Care & support each other • Work as a team • We celebrate success • We are accountable • Open communication

The position is:

Position Title	Horticultural Maintenance Worker		
Department & Section	City Assets – Parks and Gardens		
Team	Streetcare		
Reporting to	Group Leader		
Positions Reporting to it	Nil		
Classification	Grade 1 – 4		
Position Number	7531	Prescribed Position:	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>

How does this position contribute to our community?

- Assists in achieving service standards of Council's street maintenance program.
- Helps to make our City a cleaner, safer place to live and work.
- Completes a range of tasks with sensitivity to our heritage and natural environments.
- Contributes to our community's sense of place.

What does the position do?

- Participates in the mowing programs of Council verges, to ensure that areas are well presented for the enjoyment of our community.
- Provide duties for the Council in support of Council's programmed works.
- Undertakes the position effectively, efficiently, and safely using the Council's Safe Work Procedures and in line with Council policy.
- Removes illegally dumped rubbish.
- Maintains plant, equipment and tools associated with the duties of this position.
- Manages own time and estimates workload allocation to tasks.
- Follows supervisor's instructions and directives.
- Safe operation of both Council and hire plant and vehicles.
- Other reasonable duties as required are undertaken.
- Work at other locations within Council if required.

What outcomes does the position deliver?

- Helps to make our city a cleaner, safer place to live and work.
- Maintains the infrastructure that supports the safe movement of traffic through our city.
- Contributes to our community's sense of place.

The behaviours we expect the position to contribute to our workplace are:

- Effective communication and information sharing
- Customer focused and passionate about delivering for our community
- Alignment to PAE Values and Code of Conduct
- Interpersonal skills that build good work relationships
- Good problem solving, innovative thinking and informed decision making
- Enthusiasm to complete tasks
- A commitment to personal development and improvement
- Adaptability and flexibility to new ideas and concepts

Qualifications for the position

- Hold current MR Truck license
- AQF Certificate III in Horticulture or similar. (essential for Grade 3-4)

Experience

- At least 12 months experience in a similar role.
- Experience in the use of mowing machinery and equipment.

Knowledge

- Knowledge of horticultural principles and practices.

Information Management/Cyber Security

- Appropriate information management practices are implemented.
- Maintain knowledge and application of Council's IT systems relevant to role.
- Maintain a working understanding of and follow Council's cyber security controls.

Child and Vulnerable People Safe Environment

- A child and vulnerable people safe environment is maintained and promoted.
- Promote protection, safety and wellbeing of children and other vulnerable people.

Work Mobility

Undertake duties at the same classification level and utilising shared resources and knowledge with other teams as required or requested. Training will be provided where required to assist with the development of staff skills ensuring they have the opportunity to cross over and undertake the tasks and learn the knowledge of more than one team.

Our Safety and Return to Work Commitments

All Staff

- Take reasonable care for their own health and safety.
- Take reasonable care that their acts or omissions do not adversely affect the health and safety of other persons.
- Comply, so far as reasonably able, with any reasonable instruction that is given to ensure their safety.
- Co-operate with any reasonable WHS policy or procedure relevant to their work.
- Participate in the RTW process if injured at work as set out in the Return-to-Work Act 2014.

Employee Signature: _____

Print Name: _____

Date: _____