

## POSITION DESCRIPTION

<b>Position Title:</b>	Multiskilled Labourer – Clean Team	<b>Directorate:</b>	Infrastructure & Works
<b>Position Number:</b>	100870	<b>Department:</b>	Works
<b>Employment Status:</b>	Full-Time	<b>Section:</b>	Urban Services
<b>Employment Type:</b>	Permanent	<b>Location:</b>	Works Centre
<b>Classification:</b>	Schedule B, Salary Point 4-5		
<b>Reports to:</b>	Urban Services Coordinator		

### PRIMARY PURPOSE:

The primary purpose of this role is to support the cleanliness and visual appeal of the Glenorchy, Moonah, and Claremont CBD areas as a key member of Council's dedicated Clean Team.

The **Multi-skilled Labourer** is an integral part of the Cleaning Team and plays a vital role in maintaining the cleanliness, safety, and presentation of public spaces. The role involves performing a broad range of labouring and cleaning activities, with a particular focus on one of the following areas: painting, graffiti removal, or general cleaning. By delivering timely, high-quality maintenance services, the Multi-skilled Labourer contributes directly to community wellbeing, the amenity of urban environments, and the upholding of environmental and aesthetic standards. This position requires a strong commitment to workplace safety, a proactive team attitude, and a genuine sense of community pride.

### KEY RESPONSIBILITIES:

RESPONSIBILITIES	ACTIVITIES
Urban Services Operations	<ul style="list-style-type: none"> <li>• Perform high-pressure cleaning of public spaces.</li> <li>• Clean public amenities, including but not limited to, shelters, seating areas, litter bins and street furniture.</li> <li>• Maintain the cleanliness of footpaths, laneways, and associated infrastructure.</li> <li>• Assist with minor repairs to public infrastructure (e.g., repainting, fixing damaged fixtures).</li> <li>• Identify and remove graffiti from various surfaces (brick, metal, painted surfaces, signage, etc.) using appropriate chemical and mechanical removal methods.</li> <li>• Document and report graffiti incidents with photographic, written, and electronic records as required.</li> <li>• Assist with minor painting and surface treatments to enhance and preserve Council assets.</li> <li>• Undertake litter collection, vegetation control, plant operation, and general asset maintenance tasks.</li> <li>• Support the development and delivery of projects by providing feedback, sharing relevant information, and organising logistical requirements.</li> <li>• Ensure routine servicing of plant and equipment is delivered to the Council workshop staff and promptly report faults or issues.</li> <li>• Provide traffic management services, including safe control and direction of vehicles and pedestrians through and around work sites.</li> </ul>

	<ul style="list-style-type: none"> <li>• Install, remove, and maintain signage in accordance with applicable standards for works in road reserves.</li> </ul>
<b>Team Work</b>	<ul style="list-style-type: none"> <li>• Collaborate with Council staff and proactively share knowledge to support skills development and capability building.</li> <li>• Promote positive working relationships and cooperation within the team.</li> <li>• Provide on-the-ground support to Operations and Maintenance teams to complete assigned activities.</li> <li>• Respect diverse perspectives and foster inclusive workplace practices.</li> <li>• Deliver quality, compliant services that build trust and respect with the community.</li> <li>• Support, mentor, and guide Council and hosted trainees or apprentices within the Infrastructure and Works Directorate.</li> <li>• Contribute effectively and efficiently to team goals and shared outcomes.</li> <li>• Take personal accountability for delivering services to the community.</li> </ul>
<b>Organisational Responsibilities</b>	<ul style="list-style-type: none"> <li>• Promote a positive image of the Council while representing the council to internal and external clients</li> <li>• Identify and suggest continuous improvement opportunities in urban services operations.</li> <li>• Maintain up-to-date knowledge and expertise in relevant fields, including industry best practices and legislative requirements.</li> <li>• Contribute to the achievement of Performance Plan objectives and actively participate in professional development opportunities.</li> <li>• Manage individual work priorities to ensure accuracy, quality, value, and timely completion.</li> <li>• Ensure all tasks are completed to the required standard, on time, and within budget.</li> </ul>
<b>Safety &amp; Compliance</b>	<ul style="list-style-type: none"> <li>• Perform all duties in compliance with Council policies, procedures, and relevant legislation and regulations (regardless of title).</li> <li>• Support daily operations of the team, including toolbox talks, first aid responsibilities, and task allocation as required.</li> <li>• Operate machinery and equipment safely and efficiently, in line with Safe Operating Procedures (SOPs) and Safe Work Method Statements (SWMS).</li> <li>• Monitor compliance with relevant acts, regulations, and standards, reporting non-conformances and implementing corrective actions where required.</li> <li>• Complete required documentation, including but not limited to, pre-start hazard identification checklists, facility and site inspections, and incident/hazard reports.</li> <li>• Maintain current certifications and compliance training as required for the role.</li> <li>• Assist in incident and accident investigations; interpret construction plans, design specifications, and safety data sheets, applying them accurately to daily tasks.</li> <li>• Promote and contribute to a safe, inclusive, and child-safe workplace culture</li> </ul>

## **ADDITIONAL INFORMATION**

This position may require reasonable after-hours activities and overtime when required by business needs.

Employees may be required to undertake additional duties within the limits of their skill, competence and training, consistent with their classification level, in any area of Council, as directed.

### **ORGANISATIONAL REPORTING RELATIONSHIPS:**

#### **Internal:**

- The Multiskilled Labourer reports to the Senior Team Leader – CBD and the Urban Services Coordinator for all operational and management matters.
- The role is a key contributor to the Urban Services Team and will liaise with employees of Council.

#### **External:**

- The role will liaise with external stakeholders such as members of the general public, ratepayers, residents, visitors and contractors to the City of Glenorchy.

### **SPECIALIST DELEGATIONS:**

- Nil

### **LICENSES/ACCREDITATIONS/QUALIFICATIONS – ESSENTIAL:**

- Vehicle and Medium Rigid Truck “MR” Class license
- White Card
- Traffic Management Accreditation
- First Aid Certification

### **KEY SELECTION CRITERIA – SKILLS AND EXPERIENCE**

#### **Essential**

- Demonstrated experience in general laboring and cleaning duties
- Operate small plant and equipment (e.g. pressure cleaners, blowers, brush cutters and lawn mowers)
- Strong knowledge and understanding of Workplace Health and Safety (WHS) practices, including demonstrated experience in following Safe Operating Procedures (SOPs).
- Physically fit, with a proven ability to work on uneven terrain and in various weather conditions.
- Ability to work effectively both independently and as part of a team, supported by sound communication and time management skills.

#### **Desirable**

##### **Experience in:**

- graffiti removal from a range of surfaces and materials; or
- experience with the use of high pressure cleaning equipment.
- general painting and associated activities; or
- amenity horticulture and landscape maintenance.

## OUR VALUES:

### We respect each other

We respect the skills, knowledge and diversity of our team mates

Everyone is heard and is valued

We care for the well-being and safety of each other

We check in on each other without being prompted

Listening and being listened to matters

### We are trusted

I've got your back and you've got mine

We do what we say we will

We are empowered

Have honest and open conversations

We are trusting and trustworthy

We learn from our mistakes and share what we learn

### Together we are better

Robust and thoughtful decision making together

Solving important problems together

We reach out to others and across teams for help

We collaborate more and handball less

Share our skills and knowledge

### We deliver

We serve and stand up for our community

We knuckle down and focus on what matters

We are courageous and determined to find a way

We seek opportunities to continually improve outcomes and then we act on them

## AUTHORISATION:

I hereby agree that this position description accurately reflects the work requirements.

<b>Manager Name:</b>			
<b>Manager Signature:</b>		<b>Date:</b>	
<b>Director Name:</b>			
<b>Director Signature:</b>		<b>Date:</b>	

I have read and agree to abide by the requirements of this position description.

<b>Employee Name:</b>			
<b>Employee Signature:</b>		<b>Date:</b>	