

POSITION DESCRIPTION

Position Title:	Multiskilled Laborer/Painter – Clean Team	Directorate:	Infrastructure & Works
Position Number:	100871	Department:	Works
Employment Status:	Full-Time	Section:	Urban Services
Employment Type:	Permanent	Location:	Works Centre
Classification:	Schedule B, Salary Point 4-5		
Reports to:	Urban Services Coordinator		

PRIMARY PURPOSE:

The primary purpose of this role is to be a part of a CBD cleanliness team servicing the Glenorchy, Moonah and Claremont CBD areas. Key activities include delivering a range of maintenance and operational services within the Glenorchy City Council municipality, including painting, amenity cleaning, litter collection, minor graffiti removal and documentation, maintenance of public furniture, vegetation control, and plant operation. All activities are carried out efficiently and in accordance with relevant legislation, industry standards, and GCC's annual renewal and upgrade plans.

KEY RESPONSIBILITIES:

RESPONSIBILITIES	ACTIVITIES
Urban Services Operations	<ul style="list-style-type: none"> Undertake minor painting and surface treatment works to maintain and improve the appearance and condition of Council assets and community facilities. Perform duties involving pressure cleaning of public amenities, graffiti removal, and maintaining accurate graffiti incident records. Carry out litter collection, vegetation control, plant operation, and general asset maintenance tasks. Assist in the development and delivery of projects by providing feedback, sharing relevant information, and organising logistical requirements. Ensure regular servicing of plant and equipment is completed, with prompt reporting of any faults or issues. Provide traffic management; including the safe control and direction of vehicular traffic through and around work sites. Install, remove, and record signage for works carried out in road reserves, ensuring compliance with applicable standards.
Team Work	<ul style="list-style-type: none"> Collaborate with council staff and pro-actively share knowledge help build and maintain other skills and capability Perform activities in a manner that promotes cooperation and good relationships with the team members Provide on the ground support to Operations and Maintenance teams to complete activities Respect others and their viewpoints Deliver quality and compliant products and advice that build trust and respect Provide support and mentoring for GCC and hosted trainees and apprentices within the Infrastructure and Works Directory.

	<ul style="list-style-type: none"> • Work together with team members and others to achieve outcomes in effective and timely manner • Take responsibility to delivery activities for our community
Organisational Responsibilities	<ul style="list-style-type: none"> • Promote a positive image of the Council while representing the council to internal and external clients • Identify and share new and continuous improvement opportunities in urban services • Maintain knowledge and expertise in the relevant field/s and keep abreast of best practice and developments in legislative requirements • Contribute to personal Performance Plan objectives and undertake appropriate professional development opportunities and training opportunities • Take responsibility for own work priorities to ensure accuracy, quality, value, and timeliness of work undertaken • Ensure all allocated works are completed to the required standard in a timely manner and within budget • Support a diverse and inclusive workplace that values the safety and wellbeing of children, young people, the community and employees
Safety & Compliance	<ul style="list-style-type: none"> • Undertake the activities in accordance with GCC's practices, procedures, and relevant legislation. • Assist in delivering the daily operations of the team including toolbox discussions, site first aid officer and allocation of work tasks as required • Operate equipment efficiently and safely adhering to Safe Operating Procedures (SOPS) and Safe Work Method Statements (SWMS) to ensure satisfactory completion of assigned duties • Monitor and report on compliance with relevant Acts, Regulations and standards to meet legal and certification requirements and report non-conformances and provide and implement recommendations as required • Complete required record keeping such as Prestart Hazard Identification, Facility and site inspections, and Incident/Hazard Reports • Complete and maintain all certificates, compliance training and allocation training and certification as required • Assists in the investigation of incidents/accidents. Able to interpret information from detailed construction plans, design specifications and material safety data sheets and applies it to the job

ADDITIONAL INFORMATION

This role 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 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 labouring duties, including cleaning tasks and undertaking minor painting repairs.
- 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.
- Experience in 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.

Manager Name:			
Manager Signature:		Date:	
Director Name:			
Director Signature:		Date:	

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

Employee Name:			
Employee Signature:		Date:	