

## POSITION DESCRIPTION

<b>Position Title:</b>	Multi Skilled Labourer – Tractor Mower Operator	<b>Directorate:</b>	Infrastructure & Development
<b>Position Number:</b>	100886	<b>Department:</b>	Works
<b>Employment Status:</b>	Full-Time	<b>Section:</b>	Parks and Recreation
<b>Employment Type:</b>	Permanent	<b>Location:</b>	Works Centre
<b>Classification:</b>	Schedule B, Salary Point 5		
<b>Reports to:</b>	Parks and Recreation Coordinator		

### PRIMARY PURPOSE:

The primary purpose of this role undertakes maintenance of Council Parks & Recreation reserves and open space areas. The Multi-skilled Labourer is an integral part of the Parks and Recreation team and plays a vital role in maintaining the presentation, functionality and environmentally friendly spaces for use by the community. The role involves performing maintenance activities such as mowing/slashing, vegetation control, litter disposal and assisting other Parks and Turf teams with maintenance tasks as required.

The Multi-skilled Labourer contributes directly to community, the amenity of parks and recreational 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
<b>Parks and Recreation Operations</b>	<ul style="list-style-type: none"> <li>Undertake and assist Parks &amp; Recreation Team Members in the general presentation and maintenance of Council parks, reserves and open spaces including but not limited to:               <ul style="list-style-type: none"> <li>Conduct regular inspections and carry out maintenance of parks and reserves.</li> <li>Perform mowing, slashing and brush cutting of grassed areas</li> <li>Carry out litter and debris collection and disposal.</li> <li>Assisting with minor landscaping and turf maintenance projects.</li> <li>Operate and maintain machinery and equipment including tractors and implements in accordance with the require procedures and protocols</li> <li>Apply vegetation and weed control methods as directed</li> </ul> </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> </ul>

	<ul style="list-style-type: none"> <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 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 material 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:**

##### **1. Internal:**

- The **MSL - Tractor Mower Operator** reports to the **Parks and Recreation Coordinator** for all operational and management matters.
- The role is a key contributor to the Parks and Recreation Team and will liaise with employees of Council.

## 2. 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
- First Aid Certification

### LICENSES/ACCREDITATIONS/QUALIFICATIONS – DESIRABLE

- Traffic Management Accreditation
- Chemcert Accreditation

### KEY SELECTION CRITERIA – SKILLS AND EXPERIENCE

#### Essential

1. Competent operation of a tractor and related implements, small plant and equipment associated with the role.
2. Demonstrated experience in the operation of rigid motor vehicle with GVM up to 15 tonnes.
3. Strong knowledge and understanding of Workplace Health and Safety (WHS) practices, including demonstrated experience in following Safe Operating Procedures (SOPs).
4. Ability to work effectively both independently and as part of a team, supported by sound communication and time management skills.

### 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>	