

HORTICULTURAL MAINTENANCE WORKER

Our City Vision:

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

Our Goals

Thriving Community <i>A City where people have the opportunity to connect and flourish</i>	Prosperous Economy <i>A City with a thriving economy that enriches its local community</i>	Clean And Green City <i>A City that values its natural environment</i>	Places For People <i>An accessible City where people love to be</i>
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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 <ul style="list-style-type: none">• Deliver public good• Improve the quality of people's lives• Community focussed• Deliver Council's City Plan	Grow & Improve We improve our work everyday <ul style="list-style-type: none">• Innovate• Continuously improve• Problem solve• Adapt & change• Engage the community• Shape the future	Better Together We collaborate & create to deliver meaningful outcomes <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
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The position is:

Position Title	Horticultural Maintenance Worker		
Department & Section	City Assets – Parks and Gardens		
Team	Passive Reserves		
Reporting to	Group Leader		
Positions Reporting to it	Nil		
Classification and Stream	Grade 1-4 (Depending on qualification)		
Position Number		Prescribed Position:	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>

How does this position contribute to our community?

- Assists to achieve service standards of Council’s reserve maintenance program
- Helps keep the community safe during extreme weather events
- 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?

- Contributes to the maintenance of our city’s:
 - Parks, gardens and sporting grounds
 - Levels of public cleanliness
- General horticultural maintenance
- Participates in the mowing programs of Council Reserves, to ensure that ‘Open Space’ areas are well presented for the enjoyment of our community
- Operates and maintains plant, equipment and tools associated with the duties of the position
- Truck driving (up to MR level)
- Maintains a clean and safe worksite
- Traffic management
- Responsible for the completion of daily documentation
- Ensures compliance with the Code of Conduct, Council policies, procedures and guidelines
- Guide non-qualified team members when working in small groups
- Other reasonable duties as required are undertaken
- Work at other locations within Council if required

What outcomes does the position deliver?

- Interactions with members of the public, contractors and other service providers are respectful, friendly and polite
- Safe work method statements, safe operating procedures and daily job safety analysis and any other safety related requirements are complied with
- Sound horticulture maintenance practices are provided to the community
- Work is carried out in a timely manner to the required quality standards
- Strong safety culture in the field

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

- You bring energy, initiative and a can-do attitude to every job.
- You work well with others, share information openly and build strong, respectful relationships.
- You stay steady under pressure, adapt to changing conditions and deliver safe, high-quality work.

POSITION DESCRIPTION



- You thrive in different work styles — you love being part of a team, but you're just working solo. For six months you'll be hands-on with the team, and for the other six months you'll lead independently in the watering truck.
- Customer focused and passionate about delivering for our community
- Alignment to PAE Values and Code of Conduct
- Enthusiasm to complete tasks
- A commitment to personal development and improvement

Qualifications for the position

- AQF Certificate III in Horticulture or Arboriculture is desirable (essential for Grade 3-4)
- C Class Driver's license is essential
- MR licence is essential

Experience

- At least 12 months experience in a similar role

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

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