

POSITION DESCRIPTION

Position Title:	Turf Maintenance Worker	Directorate:	Infrastructure & Works
Position Number:	100930	Department:	Works Centre
Employment Status:	Full-Time	Section:	Parks and Recreation
Employment Type:	Permanent	Location:	Works Centre
Classification:	Schedule B, Salary Point 5		
Reports to:	Parks and Recreation Coordinator		

PRIMARY PURPOSE:

The role of the **Turf Maintenance Worker** is to effectively and efficiently undertake scheduled maintenance and construction activities associated with turf and grass within Council sports fields, parks, and reserves.

ORGANISATIONAL REPORTING RELATIONSHIPS:

1. Internal:

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

2. External:

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

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

OUR CULTURE:



We foster and model a culture where:

- We **RESPECT** others and their viewpoints as being as important as our own.
- We trust and are **TRUSTED** by each other.
- We know that by working **TOGETHER** we achieve better outcomes.
- We take personal responsibility, and together we **DELIVER** for our community.

This is **OUR WAY** to achieve results through our people and teams to make Glenorchy a better place every day.

KEY RESPONSIBILITIES:

RESPONSIBILITIES/TASKS	DUTIES
Maintenance / Construction of Assets	<ul style="list-style-type: none">• To operate/ equipment efficiently and safely adhering to Safe Operating Procedures (SOPS) and Safe Work Method Statements (SWMS) to ensure satisfactory completion of assigned duties.• Undertake duties associated with maintenance and construction of Turf playing surfaces.• Correctly and efficiently operate and maintain plant, equipment and tools including spaying equipment and personal protective equipment.• Assist teams in the preparation and maintenance of Turf Cricket Wickets.• Working in a team environment and participating in a constructive manner in decision-making.
Plant / Vehicle	<ul style="list-style-type: none">• Competent operation of Medium Rigid motor vehicles, tractors, ride-on mowers, tip truck and trailers.• Competent operation of small plant and equipment including mowers, etc.• Competent operation and basic maintenance of turf cylinder mowers.
Weed Control	<ul style="list-style-type: none">• Identify declared, noxious and environmental weeds and undertake vegetation and weed control activities in accordance with Council policies and procedures.• Store, transport, use, handle and dispose of all chemicals, herbicides, and hazardous substances in accordance with Council procedures, manufacturer's material safety data sheets and any other legislative requirements
Customer Service	<ul style="list-style-type: none">• Promote the positive image of Council as a whole• Ensure that a high standard of customer service is maintained to both internal and external customers• Engage, listen to and act where appropriate on feedback from our customers• Implement, evaluate, and continuously improve quality systems and processes for the section

General	<ul style="list-style-type: none"> • Assist in the achievement of agreed outcomes consistent with department business plans and budgets • Perform any other duties as directed • Complete required record keeping such as Prestart Hazard Identification, Facility and site inspections, and Incident/Hazard Reports • Completing timesheets and other associated paperwork • Effective management of time and resources to meet agreed service levels
Organisational Responsibilities	<ul style="list-style-type: none"> • Support and adhere to Council’s policies and procedures, code of conduct and relevant acts • The incumbent is required to commit to retain records and documents relating to Council business as part of their employment

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.

SPECIALIST DELEGATIONS:

- Nil

LICENSES/ACCREDITATIONS/QUALIFICATIONS – ESSENTIAL:

- Medium Rigid Truck “MR” Class license or ability to obtain on commencement of employment
- White Card
- Traffic Management Accreditation or ability to obtain on commencement of employment

KEY SELECTION CRITERIA: (list no more than 6 criteria, example below)

1. Certificate II Horticulture and/or 2 years relevant experience in turf maintenance.
2. Current Medium Rigid Truck “MR” Class license (or ability to obtain within 6 months of commencement), White Card, current experience in using small plant and equipment, including mowers, rollers and other plant associated with turf maintenance works.
3. Sound literacy, communication, and interpersonal skills with the demonstrated ability to use initiative.
4. Ability to work well within a team environment and to adapt to a changing environment.
5. A well-developed understanding and knowledge of Workplace Health and Safety.
6. Physically fit and proven ability to work in all weather conditions.

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:	