



## Position Description – Advanced Arborist

<b>Division</b>	City Operations
<b>Portfolio</b>	City Maintenance
<b>Business Unit</b>	Trees and Irrigation
<b>Level</b>	ME6
<b>Reports To</b>	Coordinator Trees and Irrigation
<b>Prescribed Position</b>	No

### Position Objective

Working as part of a team, Advanced Arborists are responsible for undertaking the maintenance and care of Council's trees, streetscapes, recreational reserves and sporting grounds by utilising specialist skills and knowledge in arboriculture, including complex and large tree work.

### Key Responsibilities

#### Safety

- Follow defined work health and safety legislation, policies and procedures related to the work being undertaken in order to ensure own safety and that of others in the workplace.
- Actively identify, report and, where possible, fix workplace hazards.
- Responsible for and actively involved in identifying and managing risk in day to day activities and projects.

#### Operational

- Perform general arboriculture duties including block tree pruning, removal of trees, planting, root pruning, herbicide and pesticide use and litter control.
- Safely undertake large tree removal and pruning using specialist equipment and techniques that includes working at heights and near low voltage powerlines.
- Undertake general landscaping that may include the installation, repair and maintenance of irrigation, brick paving and bollards in accordance with work plans.
- Safely operate specialised arboriculture machinery and plant in the performance of work tasks, including high risk machinery and plant.
- Assist in the induction, training and supervision of team members.
- Identify improvements and opportunities for the ongoing development and enhancement of the Trees and Irrigation Business Unit operations.

- Actively assist the Council in meeting and maintaining criteria outlined in the Parks and Arboriculture Service Level Agreements.
- Responsible for plant and equipment including:
  - Ensuring all plant has standard operating procedures in conjunction with work health and safety procedures;
  - Ensuring proper care and maintenance of plant and equipment including liaising with Fleet on plant related matters;
  - Reviewing plant usage in conjunction with the leader; and
  - Ensuring all plant use sheets for the team are submitted with accurate information.
- Responsible for accurate manual and digital-based records, including but not limited to;
  - Ensuring timesheets are filled out correctly and passed on to your leader;
  - Ensuring daily work forms are completed and passed on to the relevant leader;
  - Ensuring delivery dockets and contractors paperwork is recorded and passed on to the relevant leader;
  - Ensuring Traffic Management Plans are recorded and passed on to the relevant leader; and
  - Operating computers as required for data entry, reporting or communication purposes.
- Demonstrate flexibility and a willingness to perform a variety of tasks as directed by the Workgroup Leader or Coordinator Trees and Irrigation.
- Contribute to a broader 'team' approach by undertaking duties in other work groups, relative to training, skills, competencies and level.

### **General**

- Positively contribute to our constructive culture by living our values which guide decision making and delivery of outcomes for our community.
- Communicate with members of the public and service providers in a friendly and polite manner.
- Actively deliver an innovative customer experience that's effortless, delivered with care and exceeds our customers' expectations.
- Promote and maintain a child safe environment and take action as per Council's Children and Vulnerable Persons Policy.

### **Selection Criteria**

#### **Skills**

- Demonstrated experience in complex tree pruning, removal and maintenance including large tree work.

- Demonstrated experience of working safely at heights and in the use of high risk arboriculture equipment including an ability to safely lower timber using correct roping techniques.
- Effective communication skills when dealing with customers, suppliers and colleagues.
- Demonstrated ability to contribute positively to a team environment including providing flexibility and a willingness to work across other teams as required.
- Sound computing and technology skills in the use of internet platforms, Apps, Microsoft suite and corporate systems.
- Sound literacy and numeracy skills to read and interpret work plans.

## Knowledge

- Sound knowledge of the practice of arboriculture equipment, operations and procedures.
- Extensive knowledge of tree and plant identification, suitability and use.
- Sound knowledge for managing risk in the performance of arboriculture activities.
- Basic knowledge of mechanical repairs in relation to arboriculture equipment and tools.
- Understanding, enthusiasm and alignment for the direction of the City of Charles Sturt.

## Experience

- Demonstrated experience as an Arborist including working safely at heights.
- Demonstrated experience in the safe operation of high risk arboriculture plant, equipment, specialised tools and techniques.
- Proven experience in working around low voltage powerlines.
- Ability to interpret landscape planting and construction plans.

## Qualifications

Certificate 3 in Arboriculture / Horticulture and equivalent experience	Essential
Experience of working safely at heights	Essential
MR Licence	Essential
White Card Accredited	Essential
Certificate 2 in Electrotechnology	Essential
High Risk Work Licence – Elevated Work Platform (11 metres)	Essential