

## Position Description

### A. POSITION PROFILE

**Position:**

*Plant Operator – Parks & Gardens*

**Position Evaluation:**

*Award: Band 1 Level 3*

*Salary System Grade: 3*

**Conditions of Employment:**

*Australian Citizen or Right to Work in Australia  
Local Government (State) Award 2023  
Permanent Full-time*

**Additional Benefits:**

*Nine Day Fortnight  
12% Superannuation*

**Position Occupant:**

*Vacant*

**Department:**

*Operations*

**Section:**

*Regional Services Cootamundra*

**Location:**

Cootamundra ☒

Gundagai ☐

**Direct Supervisor:**

*Operations Supervisor*

**Number of Staff Supervised by this position:**

*Nil*

### B. STATEMENT OF FUNCTION

Operate parks and gardens plant, including mowers, tractors, street sweepers, elevated work platform and spray equipment, as directed by the Operations Supervisor, and contributes to the manual labour pool within the Regional Services Department.

### C. KEY RESPONSIBILITIES

1. Ensures plant is operated effectively and efficiently to achieve Council's goals and objectives.
2. Ensures plant is operated in a safe manner following Safe Work Method Statements and manufacturer's instructions.
3. Ensure plant is maintained on a daily basis following manufacturer's specifications.

### D. DUTIES

1. Operate mowers, tractors, pavement sweepers, elevated work platforms, truck mounted crane and mobile chipper plant to carry out maintenance of Council's parks, ovals, sporting fields and amenities.
2. Drive and operate vehicles to load, carry and unload materials, liquids, equipment and objects to complete parks and gardens work.
3. Use and maintain tools and equipment to complete tasks effectively and efficiently.
4. Assist with installation, maintenance, and repair of irrigation lines.

5. Assist with landscaping construction, planting, concreting and paving.
6. Attend to watering and maintenance of street trees, plantations and gardens as directed.
7. Conduct maintenance trimming and pruning of trees, shrubs and hedges.
8. Clear and remove vegetation, rubbish and debris from thoroughfares, roadsides and streets.
9. Operate plant effectively and efficiently to achieve Council's goals and objectives.
10. Undertake labouring duties as directed.
11. Control traffic at worksites.
12. Complete required workplace records.
13. Maintain worksite/workplace tidiness and cleanliness.
14. Attend to maintenance, cleaning and repairs of Council assets as directed.
15. Operate Council plant and trucks as directed and to the level of training and licensing achieved.
16. Respond to emergency situations as requested.
17. Undertake training to update, maintain and advance personal skill levels and in compliance with relevant workplace legislation.
18. Respond to inquiries from members of the public and provide information within scope of responsibility.

#### **E. ESSENTIAL CRITERIA**

1. Driving Licence Class MR (Medium Rigid).
2. Minimum two years' experience in small plant operation and gardening / labouring duties.
3. Proven ability to operate small plant such as mowers and tractors.
4. WHS Construction Induction (NSW White card).
5. Chainsaw Operation certification (Level 2).
6. Basic Literacy and Numeracy skills to follow written communication and complete standard forms.
7. Demonstrated interpersonal and communication skills.
8. Proven ability to work effectively in a team environment.

#### **F. DESIRABLE CRITERIA**

1. RMS Traffic Controller Certification (Blue Card or equivalent).
2. RMS Implement Traffic Control Plans (RMS Yellow card or equivalent).
3. Front End Loader High Risk Work Licence (FE ticket).
4. Experience working at heights.
5. Playground Inspector Level 2
6. Chemical Certificate AQF3