

The City of Joondalup takes pride in being a City that is committed to service delivery excellence and operates under the principles of good governance. To achieve this vision we seek the services of highly motivated staff to join our team and make a difference to the City of Joondalup and its community.

Mowing Operator x 3

- Salary: \$47,231 per year (\$908 per week)
- Plus up to 14% superannuation (conditions apply)
- 9-day fortnight
- Ref No: 12-014

Have you had training and experience in turf maintenance and enjoy working outdoors?

You will be responsible for mowing turf in parks throughout the City. You will need experience in the operation and maintenance of turf equipment, as well as experience in turf maintenance.

No need to address selection criteria. Further information can be obtained by phoning **Dominic O'Connell**, Supervisor Parks on **9400 4155**.

To apply, submit your resume and a covering letter, addressing your knowledge and experience relevant to the role, online via our employment page at www.joondalup.wa.gov.au or by mail to Human Resources at PO Box 21 Joondalup WA 6919. Applications close on **Monday, 20 February 2012**.

Garry Hunt
Chief Executive Officer

Canvassing of Elected Members will disqualify

POSITION DESCRIPTION/SPECIFICATION

1 POSITION IDENTIFICATION

Title	Mowing Operator	Level	3
Service Unit	Natural Areas & Parks	Award	City of Joondalup (Outside Workforce) Collective Agreement 2008
Directorate	Infrastructure Services	Date Effective	2 April 2008
Reporting to	Supervisor Mowing	Date last updated	August 2011
		Position no.	00246,00272,00297,00322,00334,00335,00340,00343,00350,00360,00361,00364,00370,00643

2 KEY OBJECTIVES

- To maintain all turf areas in the City of Joondalup to a high standard and when required provide assistance to various parks operational activities throughout the City.
- Undertake the mowing of turf areas including whipper-snipping and edging.
- Undertake other duties within the scope and level of this position as directed by the Supervisor.
- Identify and advise on high risk operations and procedures.

3 KEY ACCOUNTABILITIES

- To ensure turf is maintained to a level that provides a safe and user-friendly surface.
- Ensure customer service is delivered in a professional and courteous manner.
- Ensure all work areas are maintained in a safe condition and hazards are controlled and/or reported in accordance with City's protocols and procedures and Occupational Safety & Health legislative requirements.

4 KEY ACTIVITIES (DESCRIPTION)

ACTIVITIES
<p>Outcome: Service Delivery</p> <ul style="list-style-type: none">• To assist in delivering maintenance programmes and work schedules in the most cost effective manner and achieve agreed outcomes.
<p>Outcome: Resource Management</p> <ul style="list-style-type: none">• Ensure operation of machinery is done in accordance with safe operating procedures.• Any defects, loss or damage to machinery is to be reported to the Team Leader.
<p>Outcome: Occupational Safety & Health</p> <ul style="list-style-type: none">• Ensure that safe working conditions and practices are in place at all times for the safety of employees and to minimise the risk to the public.• Ensure that safe working practices are maintained for high risk environments.
<p>Outcome: Customer Service</p> <ul style="list-style-type: none">• Provide a high level of customer service to staff and residents through well developed interpersonal and communication skills.• Liaise with other Team members as required ensuring a coordinated approach to mowing and parks activities.

5 WORK RELATED REQUIREMENTS / SELECTION CRITERIA

Essential Skills/Knowledge, Experience:

Skills:

- Good interpersonal and communication skills to ensure a high level of customer service.
- Ability to follow instructions and use initiative where appropriate.
- Ability to complete designated work to a high standard.
- Ability to work with limited supervision.

Knowledge of:

- Turf maintenance techniques, materials and equipment.
- The use of plant, equipment and materials associated with park and turf maintenance.
- Occupational Safety Health requirements relevant to this role.

Experience in:

- Working within a team environment.
- Turf and horticultural maintenance practices.
- Minor pruning of trees and shrubs.
- The safe and effective application of herbicides.

Qualifications/Clearances:

- Current 'C' Class Drivers License.
- Possession of or progress towards a relevant tertiary Horticultural/Turf qualification, or equivalent relevant experience.
- Chemical Certificate WA or progress towards one.
- Chainsaw Certificate or progress towards one.
- Current 'MR' Class Drivers License (Highly regarded).

6 EXTENT OF AUTHORITY

- Works without direct supervision.
- Responsible for quality and standard of work performed, including productivity and safety.
- Responsible for use of materials, equipment, vehicles and plant.

7 WORKING RELATIONSHIPS

Internal:

- Operation Services employees.
- Employees in other business units.

External:

- Contractors.
- Residents and ratepayers.
- Government authorities.
- Sporting and Community organisations

8 POSITION DIMENSIONS

NUMBER OF STAFF DIRECTLY REPORTING TO POSITION	0
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