POSİTİON DESCRIPTION

Position Title: Gardener
Organisation Unit: Property and Facilities Division
Position Number: Various
Type of Employment: Continuing full-time
Classification: Hew Level 3

THE UNIVERSITY OF QUEENSLAND

The University of Queensland (UQ) contributes positively to society by engaging in the creation, preservation, transfer and application of knowledge. UQ helps shape the future by bringing together and developing leaders in their fields to inspire the next generation and to advance ideas that benefit the world. UQ strives for the personal and professional success of its students, staff and alumni. For more than a century, we have educated and worked with outstanding people to deliver knowledge leadership for a better world.

UQ ranks in the world’s top universities, as measured by several key independent ranking, including the Performance Ranking of Scientific Papers for World Universities (43), the US News Best Global Universities Rankings (52), QS World University Rankings (47), Academic Ranking of World Universities (55), and the Times Higher Education World University Rankings (65). UQ again topped the nation in the prestigious Nature Index and our Life Sciences subject field ranking in the Academic Ranking of World Universities was the highest in Australia at 20.

UQ has an outstanding reputation for the quality of its teachers, its educational programs and employment outcomes for its students. Our students remain at the heart of what we do. The UQ experience – the UQ Advantage – is distinguished by a research enriched curriculum, international collaborations, industry engagement and opportunities that nurture and develop future leaders. UQ has a strong focus on teaching excellence, winning more national teaching excellence awards than any other in the country and attracting the majority of Queensland’s highest academic achievers, as well as top interstate and overseas students.

UQ is one of Australia’s Group of Eight, a charter member of edX and a founding member of Universitas 21, an international consortium of leading research-intensive universities.

Our 50,000-plus strong student community includes more than 13,000 postgraduate scholars and more than 12,000 international students from 144 countries, adding to its proud 240,000-plus alumni. The University has about 7,000 academic and professional staff and a $1.8 billion annual operating budget. Its major campuses are at St Lucia, Gatton and Herston, in addition to teaching and research sites around Queensland and Brisbane city. The University has six Faculties and four University-level Institutes. The Institutes, funded by government and industry grants, philanthropy and commercialisation activities, have built scale and focus in research areas in neuroscience, biomolecular and biomedical sciences, sustainable minerals, bioengineering and nanotechnology, as well as social science research.
UQ has an outstanding track-record in commercialisation of our innovation with major technologies employed across the globe and integral to gross product sales of $11billion+ (see http://uniquest.com.au/our-track-record).

UQ has a rapidly growing record of attracting philanthropic support for its activities and this will be a strategic focus going forward.

Organisational Environment

The University has 3 campuses located at St. Lucia, Gatton and Herston. The University also operates a number of research sites and farms throughout Queensland.

The Property & Facilities Division (P&F) is responsible for delivering comprehensive facilities management that supports the University's teaching and research goals and its strategic objectives of Learning, Discovery and Engagement.

To achieve this, and to further improve the environment in which members of the University community study, work and live, P&F provide a range of services. These include: Energy Management and Sustainability, Construction project management, Engineering Services, Site Planning, Space and Property services, Asset Services (i.e. building maintenance, grounds maintenance, fire safety, security and parking), and Campus Services (i.e. cleaning, furniture, logistics, UQ fleet, mail dispatch).

UQ's environmental sustainability initiatives have gained significant recognition. The Property and Facilities Division manages the University's Environmental Management System, provides advice, and promotes best sustainability practices at UQ. Further information about the Property and Facilities Division may be accessed on the Division’s web site at http://www.pf.uq.edu.au

Information for Prospective Staff

Travel options to and from campus include bicycle, bus, ferry, train and taxi. Parking spaces are limited and require pre-paid permits. Some casual parking is available in metered spaces. http://www.uq.edu.au/about/transport

DUTY STATEMENT

Primary Purpose of Position

The Gardener is responsible for producing high quality external environments of an allocated area of the university. The scope of the role includes mowing, pruning, watering and planting of established gardens and turf and undertaking landscaping around new and old buildings.

Duties

Duties and responsibilities include, but are not limited to:

- Ensure that the area allocated to the gardener is maintained efficiently and effectively to a high standard of workmanship.
- Perform all the following tasks with little or no disruption to the users of the campus facilities:
  - Mowing, brushcutting, edging, weeding, fertilising, watering, pruning, sweeping of pathways and gutters. Picking up rubbish from area (including cans, bottles, papers and fallen branches) on paths, lawns and gardens. Turfing and/or
- Seeding of worn or damaged turf areas. Aerating and top dressing of lawns and the control of unwanted pests.
- Undertake landscaping around new and old buildings including installation of agricultural drains, placing of rocks, installing micro-irrigation and mulch to garden beds, tree stakes and guards around trees. Turf and garden refurbishment includes removal of all unwanted plants, cultivation of soil, installation of micro-irrigation, replanting and mulching.
- Assist other staff members to complete the tasks listed above as directed by Supervisor Grounds.

**NOTE:** Only persons holding a commercial operators licence shall apply pesticides on University property.

**Other**
Ensure you are aware of and comply with legislation and University policy relevant to the duties undertaken, including:
- the [University's Code of Conduct](#)
- requirements of the Queensland occupational health and safety (OH&S) legislation and related [OH&S responsibilities and procedures](#) developed by the University or Institute/School
- the adoption sustainable practices in all work activities and compliance with associated legislation and related University [sustainability responsibilities and procedures](#)
- requirements of the Education Services for Overseas Students Act 2000, the National Code 2007 and associated legislation, and related [responsibilities and procedures](#) developed by the University

**Organisational Relationships**
The position reports to the Supervisor Grounds who in turn reports to the Senior Supervisor Grounds who in turn reports to the Associate Director, Campus Operations.
SELECTION CRITERIA

Essential

- Qualifications and training equivalent to a Level 3 Certificate in Horticulture; or an equivalent combination of relevant experience and/or education/training.
- Possess a current open Queensland Driver’s Licence.
- A commercial Operations Licence (pesticides).
- Substantial experience in maintenance gardening with a genuine interest in plant identification and maintenance.
- Proven ability to work with minimum supervision and in a team situation.
- Demonstrate your ability to organise your maintenance responsibilities effectively and efficiently to benefit the Grounds Section.
- The ability to exercise tact and restraint in the face of unfair criticism is essential.
- The ability to communicate/liaise with a large variety of people including University staff, students, consultants and visitors is extremely important.
- You will take pride and responsibility in your work and assist Supervisor Grounds in reaching the Section’s goals.

Desirable

The University of Queensland values diversity and inclusion and actively encourages applications from those who bring diversity to the University. Please refer to the University’s Diversity and Inclusion webpage (http://www.uq.edu.au/equity) for further information and points of contact if you require additional support.

This role is a full-time position; however flexible working arrangements may be negotiated.

Accessibility requirements and/or adjustments can be directed to the contact person listed in the job advertisement.