POSITION DESCRIPTION

Position Title: Specialist Gardener
Organisation Unit: Property and Facilities Division
Position Number: 1256643
Type of Employment: Continuing, Full-time
Classification: Hew Level 4

THE UNIVERSITY OF QUEENSLAND

The University of Queensland (UQ) is one of Australia's leading teaching and research universities. For more than a century, UQ has educated and worked with outstanding people to deliver knowledge leadership for a better world.

UQ ranks among the world's top universities, and with a strong focus on teaching excellence, UQ has won more national teaching awards than any other Australian university. UQ's 264,000 graduates are an engaged network of global alumni spanning more than 170 countries, and include approximately 14,000 PhDs. More than 52,000 current students, including more than 16,400 postgraduate students and approximately 18,000 international students from 135 countries, currently study across UQ's three campuses in South East Queensland.

UQ's six faculties, eight globally recognised research institutes and more than 100 research centres attract an interdisciplinary community of 1,500 scientists, social scientists and engineers who champion research excellence and continue UQ's tradition of research leadership. This is reflected in UQ being awarded more Australian Research Council funding ($25.8 million) for fellowships and awards commencing in 2017 than any other Australian university. UQ is also one of only three Australian members of the global Universitas 21; a founding member of the Group of Eight (Go8) universities; a member of Universities Australia; and one of only three Australian charter members of the global edX consortium for massive open online courses (MOOCs).

Organisational Environment

The University has 3 campuses located at St Lucia, Gatton and Herston. The University also operates medical and dental schools in Brisbane and a number of research stations and farms throughout Queensland. The Property & Facilities Division (P&F) is responsible for delivering comprehensive facilities management that support 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: Infrastructure & Sustainability (energy management, sustainability office, engineering services), Project Delivery (new buildings, refurbishments, feasibilities), Planning & Property (master planning, leasing, space management), Campus Operations (building maintenance, grounds and playing field maintenance, fire safety, security and parking, transport, cleaning, furniture, logistics, UQ fleet, mail dispatch).
UQ’s environmental and sustainability initiatives have gained significant recognition. P&F manages the University’s Environmental Management System, provides advice, and promotes best sustainability practices at UQ. The Sustainability website provides a single point for the University to communicate its initiatives and successes in embedding sustainability throughout its operations, learning, discovery and engagement. By browsing the site, the community has access to information on their sustainability study options, UQ’s research in the area of sustainability, partnerships with community industry and government, and the University’s carbon management strategy.

DUTY STATEMENT

Duties and responsibilities include, but are not limited to:

- Perform gardening and related maintenance tasks with little or no disruption to the users of the campus facilities within the allocated precinct area and elsewhere, as directed by the Supervisor, ensuring the allocated precinct area is maintained efficiently and effectively to a high standard in an environmentally friendly and sustainable manner.
  - Garden landscape maintenance, including planting, pruning, mulching, weeding, edging, mowing and brush cutting and removal of trees
  - Fertiliser application, turf maintenance, irrigation system maintenance, as well as pesticide application, provided a current commercial operator’s licence (pesticides) is held
  - Cleaning of pathways and roadway gutters, operation of various grounds and landscape equipment
  - Picking up and removing rubbish from the area on paths, lawns and gardens;
  - Irrigation system installation and maintenance
  - Turfing and/or seeding of worn or damaged turf areas; and
  - Aerating and top dressing of lawns and the control of pests
  - Identifying and establish plants and material relevant to the theme and purpose of designated environmental areas.
  - Maintaining of outdoor sporting facilities when required

- Implement approved management plans for landscape environmental projects on campus, including monitoring the effectiveness of vegetation restoration programs as required, and assisting in the preparation and contract documentation for various minor landscape projects and ensure project objectives are completed to a quality standard acceptable to the University

- Undertake activities that foster the development of faunal habitat on campus, monitor flora and fauna, and prepare reports for management

- Operate and maintain various grounds and landscape equipment, including daily checks of oil, water and fuel before use, greasing all appropriate points, filling in of log books and reporting work required on machinery

- Supervise work experience students, college trainees and University students employed under the Student Vacation Employee program, assist other Grounds staff members when required, and take on minor administrative and supervisory tasks as directed by supervisor, and act as Supervisor Grounds Section in the absence of the Supervisor when nominated to do so

- Oversee contractor works, and liaise with contractors to ensure quality of work.

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 Gatton Supervisor Grounds. The Gatton Supervisor Grounds reports to the Client Facility Manager Gatton, who in turn reports to the Senior Client Facility Manager Remote Sites.

SELECTION CRITERIA

- Completion of a diploma level qualification or Certificate IV with relevant work experience within the horticulture or landscaping field, or an equivalent combination or relevant experience and/or education/training
- Possess a current open Queensland Driver’s Licence
- Motivated self-starter with a strong work ethic, who is willing to learn and develop new skills, with a demonstrated knowledge of environmentally sustainable grounds maintenance and landscape management practices, with the ability to restore and re-establish native vegetation in an environmentally sustainable manner
- Sound knowledge of the interaction of native flora and fauna within an ecosystem and the ability to safely handle and manage wildlife within the University’s setting
- Demonstrated ability to operate and maintain garden and mowing equipment
- Sound knowledge of Workplace Health and Safety and Environmental obligations within the landscape/horticulture industry
- Excellent interpersonal skills, with the ability to communicate effectively with a large variety of people, while exercising tact and restraint, the ability to work under general direction with minimal supervision, and the ability to directly supervise staff, especially student vacation employees and volunteers as required for projects
- Basic understanding and ability to use Microsoft software products

Desirable

- A Commercial Operations License (pesticides)
- Willing to complete further studies in Wildlife Management and Bushland regeneration
- Four (4) years relevant experience within the horticultural or landscaping field
- Experience with line marking and equipment, chemical and foliar spraying and equipment or the operation of sports turf machinery

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 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.