

Role Description



Position Title Crew Leader – Parks

Position Number OPS108

Purpose of Role

To lead a crew engaged in operational maintenance duties of council's open space assets and park infrastructure, including horticultural park and roadside maintenance works.

Specific Responsibilities

Provide direction and day to day supervision of an assigned maintenance work crew under limited guidance from the supervisor.

Plan daily work, including measuring and calculating quantities of materials required, and maintain accurate and timely work records.

Perform horticultural parks and roadside maintenance works including mowing, turf management, trimming, pruning, weed control, mulching, planting and parks infrastructure maintenance, and general labouring on construction and maintenance projects as required, or directed by the supervisor, in an effective and timely manner.

Identify horticultural issues and parks infrastructure defects and their causes, and be able to correctly identify materials and methods for appropriate treatment/repair of the issue.

Assist to develop and review plans and maintenance schedules.

Liaise with technical staff with respect to their areas of expertise, gaining advice and providing feedback with respect to the condition of open space assets and associated infrastructure.

Support supervisors and management decision making and provide effective guidance to staff.

Correctly use and maintain plant and equipment provided, including all personal protective equipment, in accordance with manufacturer's instructions, council's safety policy and procedures.

Work Experiences and Skills – essential

Demonstrated relevant experience in a similar role or a role requiring a similar skill set.

Demonstrated experience in amenity horticultural activities (such as parks and gardens maintenance/management) and in the use of relevant maintenance equipment.

Demonstrated computer, numeracy, written and verbal communication skills sufficient to effectively communicate with the public and team members, and to undertake administrative duties necessary for the role, including interpreting plans and maps, and keeping accurate records.

Sound experience in undertaking manual tasks in a safe conscious manner.

Demonstrated ability to lead a small team, and work in a team environment.

Academic, Trade Qualifications and other Licences - essential

Current MR class driver's licence.

Construction Induction Card competency that has been used or obtained within the past 2 years.

Certificate III in Horticulture, Parks and Gardens, Landscape Construction or other relevant field.

Current Agricultural Chemicals Distribution Control (ACDC) certification or willing to obtain within 6 months of commencement.

Recordkeeping

In accordance with council's recordkeeping guideline, ensure that full and accurate records are made of all business transactions conducted on behalf of council and that these records are appropriately kept and stored in the appropriate corporate information management systems.

Health, Safety and Environment

Ensure your safety and that of your work colleagues at work whilst complying with council's workplace health and safety policies, procedures and practices. At no time are you to perform work duties in an unsafe manner. You must always ensure all risks associated with your work tasks are identified and control actions are implemented before work commences.

Work Location

You may be required to perform your role from any work location within the region.

Diversity Undertaking

You may be required to perform duties outside the specific responsibilities within the limits of your skill, competence and training.

Organisational Expectations

