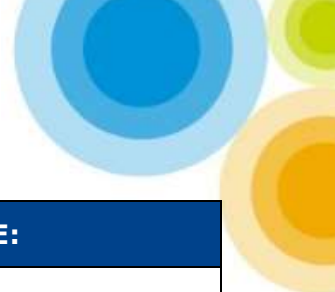


MELBOURNE WATER POSITION DESCRIPTION OFFICIAL



Crew Arborist

| REPORTS TO: | DIRECT REPORTS AND TEAM SIZE: |
|--|--|
| Program Lead Environment | NA |
| THIS ROLE EXISTS TO: (PURPOSE) | |
| <p>The Arborist Crew role is responsible for the execution of tree and vegetation management activities for delivery of maintenance and project activities on Melbourne Water’s Waterways and Catchment Operations Delivery assets. When required the operator undertakes natural resources management and civil maintenance/project works.</p> | |
| KEY ACCOUNTABILITIES: | |
| <ul style="list-style-type: none"> Taking care of own and colleagues Health and Safety through identification and reporting of hazards and active involvement in improvement initiatives. <p>The list of indicative duties set out below is intended as a general guide</p> <p>General Duties:</p> <ul style="list-style-type: none"> Performing ground, tree climbing, and aerial lift duties Successful delivery of tree and vegetation management and maintenance/project activities across a geographical area of Melbourne Water’s Waterways and Catchment Operations Delivery. Accountable for meeting specified quality, timeliness, budgetary and compliance requirements. Take care of own and colleagues Health and Safety through identification and reporting of hazards and active involvement in improvement initiatives | |
| KEY RESPONSIBILITIES | KPIs |
| <p>The list of indicative duties set out below is intended as a general guide</p> <p>General Duties:</p> <ul style="list-style-type: none"> Operation of heavy plant and equipment with certificate of competency to undertake tree and vegetation management duties Assisting the Leading Hand with tree assessments Operation of a range of hand and power tools Undertake further training to enhance job capabilities or specified field works Use and perform routine maintenance on tools, equipment and machinery Operate within and contribute to improvement of Melbourne Water policies and procedures (including OH&S procedures), Task Risk Assessments, Standard Operating Procedures and Environmental Management System requirements. Ensure that all required administrative elements are undertaken to a suitable standard and within the required timeframe | <ul style="list-style-type: none"> Service delivery targets, safety and customer service quality KPI’s as noted in agreed service levels and procedures Accurate and timely reporting of all incidents, near misses and hazards Customer feedback Alignment and Engagement results |

Job level: WLD EA 3
 Assessed by: People Hub
 Date Assessed: April 2024
 Last reviewed date: October 2024

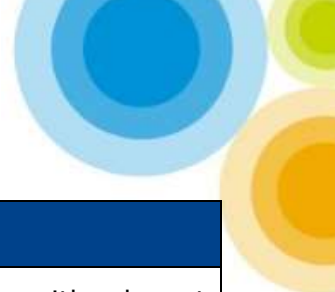
HR TEM Position Description
 Doc ID: 67591670
 Approved March 2024
 Version 1



MELBOURNE WATER POSITION DESCRIPTION

OFFICIAL

Crew Arborist



SKILLS, KNOWLEDGE AND EXPERIENCE REQUIRED:

- Demonstrated experience performing ground, tree climbing, and aerial lift duties with relevant certificate of competency, Certificate III in Arboriculture
- Other qualifications such as Industry White Card, Chainsaw Ticket, Confined Space Entry, Fall Prevention, Plant Machinery competency, etc.
- Ability to take responsibility for own role in ensuring the safety of all team members and other personnel on site
- Problem solving skills, including the ability to deliver the appropriate outcomes
- Sound interpersonal skills and an ability to communicate clearly and effectively with a wide range of people both within Melbourne Water, external organizations and with the general public
- Ability to work and contribute in a team environment to improve processes, respond to various demands and manage multiple activities simultaneously
- Ability to work under pressure and in emergency situations
- Please Note: All employees must possess a license to perform any duty which is required to be held under Australian legislation.

KEY RELATIONSHIPS:

All Melbourne Water employees are responsible for managing aspects of our customer/stakeholder relationships and service interactions, and will work proactively to deliver a consistent customer experience.

INTERNAL

Melbourne Water teams are required to communicate with a broad range of internal teams. Communication with internal stakeholders includes provision of advice on specific projects and procedures relating to maintenance or project activities.

EXTERNAL

- Melbourne Water teams are required to communicate with external stakeholders as required including members of the general public and various other government agencies work alongside Melbourne Water including the Department of Energy, Environment and Climate Action (DECCA), CFA, FRV, Parks Victoria.

SALARY RANGE:

- Crew Arborist- **WLD EA Level 3**

OTHER COMMENTS:

This role requires the following:

- Criminal Records Check
- Medical Assessment
- Driver's license

Location: Melbourne's South East