



CITY of PERTH

Position Title: Labourer

Establishment No:

Level: MEU Level 3-5

Directorate: Business Units

Unit: Parks and Landscape Services

Responsible to: Team Leaders Parks and Landscape Services

POSITION DESCRIPTION

Labourer

1. POSITION OBJECTIVE (S):

Actively assist the development of an integrated team approach to assist with the establishment and maintenance of day-to-day horticultural, landscaping and turf management while operating under the general direction of the Parks and Landscape Services Team Leader.

2. KEY DUTIES/RESPONSIBILITIES

Outcome: Strategic and Operational Planning/Support

- Operate a wide range of horticultural equipment and machinery consisting of;
 - ◆ Rotary mower, brush cutter, self propelled cylindrical mower, rotary hoe, edger, vacuum blower, basic hand tools, eg shovels, rakes, hand pack spray units, specialised pruning tools and other minor plant.
- Ensure all machinery (plant) and hand tools are assigned and maintained in a clean, workable and safe condition.
- Provide feedback on any faults/accidents or machinery maintenance requirements to the Area Coordinator or Team leader.
- Support programs for the advancement of Best Practice and 'doing things better'.
- Assist with the preparation and planting of annual garden beds and landscapes as required.
- Mowing, brush-cutting and edging of parks, reserves and open spaces as required.
- Provide support and regular feedback to other Parks and Landscape Services staff to ensure a team approach is nurtured and supported.
- Support the philosophy and practice of rotating with other Labourers to ensure a multi-skilled approach.
- Participate in the development and implementation of an annual planning, training and performance program within a team environment and individual staff.

Outcome: Customer Service

- Foster a community focused and service orientated culture among staff.
- Report on a regular basis any issues, within the City (including non-Parks and Landscape Services) that improves upon the maintenance of the City's assets, and provides an improved Customer Service focus and response time.

Outcome: Occupational Health and Safety

- Ensure all staff and contractors operate in accordance with Occupational Health and Safety and Equal Opportunity legislation, policies and practices.
- Ensure appropriate safety clothing and associated equipment issued by Council is correctly worn, used and maintained.
- Investigate and report on accidents as required.

3. ORGANISATIONAL RELATIONSHIPS:

- 3.1 Responsible to:** Team Leader
3.2 Supervision of: Not Applicable

3.3 Critical Working Relationships:

Internal

- Human Resources
- Urban Development
- Unit and Area Coordinators

External

- Private Contractors/Consultants
- Ratepayers/Users of the City of Perth's Facilities

Teams

- Up to three teams per area.
 - West Perth
 - CBD
 - East Perth
- Each area will comprise of;
 - Team Leader.
 - Horticulturist
 - Labourers
 - Plant Operators
 - External Contractors

4. EXTENT OF AUTHORITY

- This position operates within the limits of Council Policy.
- Receives general supervision.

5. SELECTION CRITERIA

Essential:

- At least 3 years experience working in a horticulture environment.
- Knowledge of safe working practices and Occupational Health and Safety issues.
- Well developed interpersonal and communication (written and verbal) skills.
- Well-developed team skills.
- C Class Drivers License.

Desirable:

- A sound understanding of safe working practices.
- Knowledge of current horticulture practices and equipment.
- Hold a HR Class Drivers License.

Authorised by

Manager: _____

Date: _____

Director: _____

Date: _____

Acknowledged by

Staff Member: _____

Commencement Date: _____

Signed: _____

Date: _____