



Gardener

POSITION DESCRIPTION

Position Numbers:	1604, 1697, 2682, 2818, 2826, 2827, 2829, 2830, 2831, 2833, 2839, 2840, 1990, 3567, 3568,3711
Portfolio:	Communities
Business Unit:	Parks and Open Spaces
Team:	
Position Status:	Permanent Full Time
Classification:	QLGIA (Stream B) Level 4
Reports To:	Team Leader Parks and Open Spaces
Revised:	October 2023

General Position Statement:

This position supports Council's direction by undertaking horticultural and arboriculture tasks in the planning, development, and maintenance of parks, associated facilities, and other areas within the Livingstone Shire Council.

Specific Responsibilities:

This position has the following responsibilities:

1. Ensure allocated areas within the Livingstone Shire Council are maintained to a high horticultural and arboriculture standard.
2. Undertake general gardening and maintenance tasks.
3. Assist with the maintenance of weekly schedules for the specific allocated areas.
4. Provide regular maintenance and servicing of all relevant equipment.
5. Assist the Council Nursery to undertake plant propagation as required.
6. Undertake horticultural and arboriculture projects as required.
7. Control weeds, pests, and diseases, including the application of pesticides within the scope of training and knowledge.
8. Conduct visual inspections of park facilities, including playgrounds, and report accordingly.
9. May be required to supervise and/or assist lower classified officers.
10. Maintain a safe work environment and safe work systems and procedures.
11. Act as a role model for Council's Values and Behaviours at all times and display a high level of professional and ethical conduct.
12. Refer matters that may impact upon the business, Council and employees to the relevant Supervisor or Manager.





13. Undertake other relevant duties as directed, consistent with skills, competence and training.

Position Requirements:

Skills/Competencies

1. Excellent knowledge of work procedures relevant to the work area.
2. Working knowledge of small machines and tools including maintenance and servicing requirements.
3. Excellent knowledge of manual handling techniques, including chemical storage and safe work practices.
4. Sound knowledge of effective pruning techniques and of cutting and pruning equipment.
5. Sound knowledge of the maintenance and installation of irrigation systems.
6. Sound communication (oral and written) and interpersonal skills relevant to the position and strongly focused on the provision of quality customer service.
7. Good time management, planning, and organisational skills.

Mandatory Qualifications, Licences and Experience

1. Certificate III in Horticulture and/or substantial work experience as a gardener/labourer.
2. Construction Industry Induction (White Card).
3. Possess or have the ability to obtain a Commercial Operator's Licence (AC/DC chemical licence).
4. Possess or have the ability to obtain Work in Proximity to Traffic - Awareness Part 1 and Part 2.
5. Possess or have the ability to obtain a current Medium Rigid (MR) Class motor vehicle driver licence.

Desirable Qualifications, Licences and Experience

1. Implement Traffic Management Plan (formerly Traffic Management Level 2).
2. Possess and maintain a current Queensland Traffic Controller licence.

Actions

1. **Values and Behaviours** – Behaviour aligned with Council's Values and Behaviours.
2. **Customer Service** – Focus on our customer/s needs.
3. **Code of Conduct** – Behaviour aligned with Council's Code of Conduct.
4. **Safety** – Carry out your duties in a safe manner.
5. **Project Management** – Commit to Council's Project Management ethos.
6. **Human Rights** – Respect, protect and promote human rights in your decision-making and actions.





Physical Requirements

1. Ability to work in an outdoor environment.
2. Ability to legally operate a motor vehicle under a Medium Rigid (MR) class licence.
3. Ability to complete a satisfactory Functional Capacity Evaluation.
4. Must be available to work the on-call roster if required.
5. Provision of a satisfactory Criminal History Check - Police Certificate (Australia Wide Name Only Police Check).
6. Ability to be immunised against Hepatitis A and B and Tetanus.
7. The work is intermittently heavy, with periods of prolonged standing, stooping and crouching. The tasks must be performed meticulously and accurately.
8. While all attempts of mechanisation have been implemented to limit manual handling, awkward work postures do exist whilst performing the inherent tasks of this position.
9. This position is classified as medium work. The Dictionary of Occupational Titles defines medium work as: 'exerting nine (9) kilograms to twenty-three (23) kilograms of force occasionally, or 4.5 kilograms to eleven (11) kilograms of force frequently, or greater than negligible up to 4.5 kilograms of force constantly to move objects. Physical demand requirements are in excess of those for light work'.
10. During the course of normal duties the incumbent may be required to perform:
 - (a) constant dynamic standing/walking;
 - (b) walking uneven ground;
 - (c) climbing ladders; climbing in and out of trenches; climbing in and out of vehicles and plant machinery;
 - (d) frequent bilateral forward reaching;
 - (e) carrying and handling items up to twenty-five (25) kilograms occasionally and thirty-five (35) kilograms rarely in the case of the whacker packer;
 - (f) repetitive and sustained bending and stooped positions;
 - (g) working in awkward postures and occasionally in confined spaces;
 - (h) constant handling of equipment, tools and materials; and
 - (i) constant static and dynamic balance.

Delegations and Authorisations:

Financial, Administrative and Human Resource Management Delegations may be applicable to this position and are detailed in the Delegations Corporate Register.

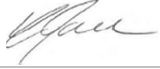
Legislative Sub-Delegations and Authorisations may also be applicable to this position and are detailed in the external public registers. Both registers are available on Council's knowledge library.





Acknowledgement:

This Position Description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of employees assigned to the role.

Authorised By:	General Manager Communities
Signature:	
Date:	24 October 2023
Present Incumbent:	
Signature:	
Date:	





TEAMWORK

- We are one Council, working seamlessly across the organisation to deliver the best outcomes for our community.
- We involve others to design solutions and inform decisions.
- We openly share knowledge and information.
- We care about each other and ask for, and accept, support when needed.
- We resolve issues and conflicting priorities in an open and constructive way.



COMMUNITY

- We are one community and make decisions with our whole community in mind.
- We engage with and listen to our community to understand their needs.
- We support our community to develop resilience and sustainability.
- We effectively and efficiently deliver high quality products and services.
- We respond quickly and constructively.



ACCOUNTABILITY

- We own our actions, successes and failures, and ensure we implement lessons learned.
- We take personal responsibility for everyone's safety.
- We manage and use Council's resources effectively and efficiently.
- We make and communicate decisions and rationale in a timely and inclusive manner and act with transparency.
- We are diligent in delivering on our commitments, and communicating issues early.



POTENTIAL

- We focus on being the best we can be and in-turn inspire others.
- We will be open to change and will pursue opportunities.
- We will continually seek to improve how we do things and build upon each other's ideas.
- We make time to seek and provide feedback to support each other.
- We encourage and support innovation and initiative.



POSITIVITY

- We inquire with curiosity, actively listen to others and are open to new perspectives.
- We approach issues looking for solutions.
- We remain calm and respectful when working through difficult situations.
- We focus on being open and adaptable.
- We invest in our physical and mental wellbeing.