



POSITION DESCRIPTION

Position Descriptions form a part of an integrated planning process to ensure that individual performances align with the strategic and corporate directions for the City. The Position Description also provides the basis on which selection criteria for the position are determined.

POSITION TITLE:	TEAM MEMBER - TURF AND IRRIGATION
WORKPLACE AGREEMENT:	CITY OF SALISBURY AWU AND LGE ENTERPRISE BARGAINING AGREEMENT NO.13 - 2022
CLASSIFICATION:	LGE Grade 3
DEPARTMENT / DIVISION:	CITY INFRASTRUCTURE/FIELD SERVICES
POLICE CLEARANCE:	NOT REQUIRED
REPORTS TO:	COORDINATOR TURF AND IRRIGATION
DIRECT REPORTS:	NIL
POSITION NUMBER:	1099

POSITION OBJECTIVES:	<ul style="list-style-type: none"> • This position undertakes duties in the support of Council's general parks and landscape maintenance, turf maintenance, pump control systems and irrigation operations. • The duties include irrigation, turf renovation, pump and park maintenance tasks. • All tasks will be undertaken with the efficient, safe and effective operation of plant and equipment used in association with those duties. • The duties involved in this role maybe varied to meet seasonal demands.
VALUES AND BEHAVIOURS:	<p>These Values empower us to ReACH towards our Vision, deliver exceptional community experiences, quality outcomes and a great place to work.</p> <p>Respectful</p> <ul style="list-style-type: none"> • Create a sense of belonging & pride in the Salisbury community • Respect individual differences • Speak up when you don't feel respected, or are not being treated respectfully

	<ul style="list-style-type: none"> • Look after the wellbeing of our community, ourselves and those around us <p>Accountable</p> <ul style="list-style-type: none"> • Take personal ownership and follow through • Deliver on what we say we will do • Believe that the Community comes first • Speak up when it is important <p>Collaborative</p> <ul style="list-style-type: none"> • Work together, committed to a common purpose • Openly share information • Find ways to connect people for better outcomes <p>Helpful</p> <ul style="list-style-type: none"> • Listen and focus on what we can do • Create new futures and look for opportunities • Make a positive difference
<p>KEY RESPONSIBILITIES:</p>	<ul style="list-style-type: none"> • The maintenance, repairs and installation of irrigation systems and associated components including but not limited to sprinkler and solenoid maintenance, pipework repairs, irrigation scheduling, irrigation controller operation, irrigation pump operations and minor maintenance, meter reading, recording and filter screen cleaning. • Locating and rectifying low voltage electrical wiring and solenoid valve faults. • Identification and rectification of hazards identified on sporting surfaces to ensure sites are fit for purpose. • Appropriate competency/license is required for excavator operation. • Installation of roll out turf and over seeding of turf areas. • Application of fertilisers in accordance with manufacturer's recommendations and Safety Data Sheets. • General horticultural maintenance duties may also include turf maintenance and turf renovation. • Utilisation of hand tools and minor plant in accordance with operator procedures and using safety equipment as specified. • Maintain equipment in a clean, safe and serviceable condition in accordance with the recommended operating practices. • Undertake duties as required that may include operation of other plant or equipment where suitably trained or accredited. • Comply with temporary signage in accordance with the Work Zone Traffic Management Australian Standards. • Encourage sound work practices and high standards of workmanship. • Interpreting, reviewing and updating irrigation and landscape plans. • Support in the installation and monitoring of sporting surface infrastructure. • And any other duties as required. <p><u>Teamwork</u></p>

	<ul style="list-style-type: none"> • Encourage and support industrious, harmonious and team-orientated activity. • Actively support, develop and assist in the training of staff and trainees. <p><u>Administration</u></p> <ul style="list-style-type: none"> • Ensure correct accounting for labour, equipment and materials by maintaining accurate up to date records as required by management • This will include the use of computer technology to record and access information. • Obtain materials from the store or local suppliers within delegated authority as required. <p><u>Continuous Improvement</u></p> <ul style="list-style-type: none"> • Engage and contribute to the continuous improvement of work practices and associated systems and processes, including identifying areas for improvement. • Ensure continuous improvement initiatives have considered broader organisational requirements. • Actively promote a culture of continuous improvement.
WHS RESPONSIBILITIES:	<ul style="list-style-type: none"> • Observe and comply with all health and safety policies and procedures within the City of Salisbury including all safe operating procedures or instructions. • Take all reasonable steps to ensure personal safety and that of others is not put at risk through any act or omission in relation the above. • Report any identified hazards, incidents including near misses or injuries which arise in the course of work, using the systems and/or documentation available for such reporting. • Fulfil individual requirements to meet any documented WHS objectives arising from biannual performance and development reviews. • Not endanger personal safety or that of others by undertaking work whilst under the influence of alcohol or a drug in breach of Council’s Drug and Alcohol Policy. • Undertake WHS training where required, in order to perform duties (refer to WHS Competency Assessment).
GENERAL RESPONSIBILITIES:	<ul style="list-style-type: none"> • To comply with the City of Salisbury Code of Conduct and all other policies and procedures adopted by the City of Salisbury as varied from time to time. • To manage all Corporate Records in accordance with required procedures. • Responsible for purchasing goods and services in accordance with purchasing guidelines and delegated financial limits.
COMPETENCIES:	<ul style="list-style-type: none"> • To be determined and written into the individual training plan upon commencement – see Organisational Wellbeing
ESSENTIAL SELECTION CRITERIA:	<ul style="list-style-type: none"> • Certificate III or equivalent in Horticulture, Turf or Irrigation. • A current SA driver’s licence. • Experience in irrigation installation and maintenance operations. • Experience in the delivery of turf services. • Ability to program day to day work schedules.

	<ul style="list-style-type: none"> • Good interpersonal and customer service skills. • Good level of literacy and numeracy. • Good communication skills, both written and verbal. • Knowledge of safe work practices. • An ability to understand and accept changes in the workplace and to respond to the processes of change management.
DESIRABLE SELECTION CRITERIA:	<ul style="list-style-type: none"> • MR licence. • Understanding of Irrigated Public Open Space (IPOS) code of practice. • Understanding of Australian standards regarding Non Drinking (Recycled Water) Standards. • Occupational Health and Safety Construction Industry White Card. • Work Zone Traffic Management Certificate.
SPECIAL CONDITIONS:	<ul style="list-style-type: none"> • Some work after hours may be required
EXTENT OF AUTHORITY:	<ul style="list-style-type: none"> • Responsible for purchasing goods and services in accordance with purchasing guidelines and delegated financial limits.

AGREEMENT:		
This position description reflecting the responsibilities, duties and skill requirements for the position, has been discussed with the incumbent.		
POSITION INCUMBANT NAME:	SIGNATURE:	DATE: