



ROLE DESCRIPTION

Gardener & Maintenance Assistant

Position Title	Gardener/Maintenance Assistant
Reports To	Facilities Coordinator
Direct Reports	Nil
Position Level	Position Level will be determined by experience. This is a full-time position.

PURPOSE OF THE ROLE

The Gardener/Maintenance Assistant is responsible to the Facilities Coordinator and is a member of the Maintenance Team within the College's Support Staff group.

As a member of the Maintenance Team, the Gardener & Maintenance Assistant is responsible for; care and conservation of plants and pro-active maintenance of the Daramalan College built landscape; the ongoing maintenance of gardens and grounds, and support for general maintenance tasks.

MAIN DUTIES

The main duties for this role include:

1. Gardens and Grounds
 - Care & conservation of plants including propagation, fertilizing, pest identification and control.
 - Pro-active maintenance of built landscape.
 - Upkeep of gardens and grounds.
 - Operation and upkeep of supporting systems e.g. sprinkler, watering systems, and micro irrigation.
 - Identify existing or emerging gardens and grounds issues.
2. Event Set-ups
 - Assist with set-up/pack-up for events.
3. WHS
 - Identify emerging or potential workplace safety issues.
 - Report existing workplace safety issues and support make safe actions until rectification is complete.
4. Other
 - Perform other relevant duties as directed by the Facilities Coordinator.

ESSENTIAL SKILLS, KNOWLEDGE AND EXPERIENCE / SELECTION CRITERIA

1. A sound understanding of workplace safety.
2. A demonstrated knowledge of care and conservation of plants and maintenance of built landscapes.
3. A knowledge of and /or experience in how to prepare and maintain sports grounds.
4. A wide range of practical skills including the use of maintenance equipment and chemicals.
5. The ability to work independently and collaboratively in a small team.
6. A current driver's licence (manual).

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