

Position Description

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| Position Title | Irrigation Maintenance Operator |
| Position Number | PRDL01, PRET01, PRET02, PRET03, PRET05, PRET06, PRET09, PRET11 |
| Directorate | Infrastructure |
| Business Unit/s | Parks & Environment |
| Reports to | Irrigation Team Leader |
| Classification | OWA – Level 6 |

Organisational Overview

The City of Stirling is located eight kilometres north of Perth’s central business district and covers an area of around 100 square kilometres from Scarborough, Trigg and North Beach in the west to Balga and Inglewood in the east, and from Beach Road in the north to Herdsman in the south.

The City is the largest local government by population in WA with over 220,000 residents. We provide more than 200 services to our thriving community, including recreation centres, libraries, home and community care, safety, and events.

The City has a workforce of around 1200 people and a genuine commitment to invest in our employees to achieve an inclusive, diverse, engaged and capable workforce. The City is recognised for supporting work-life balance through a wide range of flexible work options and offering a range of policies and benefits to create opportunities and an enjoyable and fulfilling employment experience.

Organisational Vision, Mission Statement and Values

Vision

A sustainable City with a local focus.

Mission Statement

To serve our community by delivering efficient, responsive and sustainable service.

Values

The City of Stirling’s core values are:

- Approachable
- Responsive
- Transparent
- Innovative

Reporting Relationships

This position reports to the Irrigation Team Leader.

Business Unit Objective

To provide attractive, safe and well-maintained parks, public places and environment for passive and active recreation that enables quality urban life while protecting and conserving the natural environment. To manage the City's community and corporate sustainability programs.

Position Overview

This position is responsible for undertaking irrigation maintenance, including testing, checking, minor alterations and repairs of commercial and domestic irrigation systems to ensure the City's irrigation infrastructure is to a sound operational level in accordance with service delivery measures.

Position Objectives

GENERAL RESPONSIBILITIES

- Manage daily irrigation maintenance schedules to meet current service levels.
- Conduct Testing, checking of Irrigation systems for satisfactory and optimal operation and replace or repair as necessary (E.g.: pipes, valves, sprinklers, multi wire and two wire cable decoder systems or as directed).
- Monitor and audit monthly Water Meter readings as directed by the Irrigation Technician to comply with the Department of Water and Environment Regulations.
- Prioritise and action faults that may arise from the scheduled watering event.
- Program and maintain settings in Irrigation controllers including solar for watering times and schedules within designated areas or as instructed.
- Carry out any additions/alterations to existing Irrigation systems as directed.
- Control inventory stock within fleet vehicles and complete stores material requestions forms.
- Conduct prestart checks and ensure plant/machinery are maintained in accordance with fleet management practices.
- Identify hazards, analyse and control workplace risks.
- Promote safety awareness and maintain a safe working environment.
- Attend and participate in regular toolbox meetings with field staff encompassing workplace safety, work practices and schedules and related issues.
- Be responsible for own quality of own work ensuring you maintain industry standards.
- Ability to interpret irrigation drawings, plans and contribute to the review design aspects of new systems.

- Assist in the training of staff in irrigation maintenance when requested to pass on any knowledge to help and benefit the other team members, and to generally accept help and advice from others to enable continuous sharing of experience and knowledge.
- Conduct inspections of Irrigation dosing units, refill and program as directed.
- Diagnose faults or hazards (bores, pumps, controllers, Irrigation Cubicles or electrical switch boards and dosing units) report to the Irrigation Supervisor.
- Engage with all city business units, contractors and customers to maximize productivity, and efficiency of irrigation services, whilst enhancing customer satisfaction.
- Round rotations are a position objective within Irrigation maintenance operators. These are implemented by the Supervisor Irrigation in conjunction with the Irrigation Team Leader to ensure staff have exposure to different systems, accelerates development and enhances recruiting and retention.
- Contributes to the achievement of corporate objectives by ensuring that stakeholders are dealt with in a professional and timely manner.
- Observe all safe working practices and work as directed by your supervisor.
- Ensure that you take reasonable care to ensure your own safety and health at work and that of others.
- Takes responsibility for and actively promotes the importance of the City's Risk Management processes, encouraging others to apply it and achieve positive results from it throughout their work.
- Understand the principles of customer service and undertake duties and responsibilities in accordance with the City's Customer Service Charter.
- Undertake duties and responsibilities in accordance with corporate policies, management practices and procedures and demonstrate expected behaviours aligned with the City's Code of Conduct.
- Perform other duties as directed.

Corporate Responsibilities

- Contributes to the achievement of corporate objectives by ensuring that stakeholders are dealt with in a professional and timely manner.
- Observe all safe working practices and work as directed by your supervisor.
- Ensure that you take reasonable care to ensure your own safety and health at work and that of others.
- Takes responsibility for and actively promotes the importance of the City's Risk Management processes, encouraging others to apply it and achieve positive results from it throughout their work.
- Understand the principles of customer service and undertake duties and responsibility in accordance with the City's Customer Service Charter.
- Undertake duties and responsibilities in accordance with corporate policies, management practices and procedures and demonstrate expected behaviours aligned with the City's Code of Conduct.
- Perform other duties as directed.

Selection Criteria

Qualifications/Education Level

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| Certificate III in Irrigation or approved prior learning or demonstrated relevant experience. | Essential |
| Basic Worksite Traffic Management | Essential |
| Safety Awareness Training Certificate (White Card) | Essential |
| First Aid Certificate | Essential |

Knowledge, Skills, Experience & Abilities

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| Ability to manage own workload, including planning and scheduling works programs. | Essential |
| Has the knowledge and skills required to independently undertake all relevant irrigation maintenance requirements, including fault diagnosis, programming, central control systems, bore/pump infrastructure, and a working knowledge of irrigation design. | Essential |
| Sound working knowledge of traffic management relevant to the role. | Essential |
| Ability to provide guidance and mentoring to apprentices and other staff. | Essential |
| Basic computer skills and the ability to utilise a tablet independently. | Essential |
| Well-developed written and verbal communication and interpersonal skills. | Essential |
| Understanding of occupational health and safety principles and practices and an ability to promote and maintain a safe work environment. | Essential |
| Considerable experience in a similar position in an irrigation maintenance role. | Essential |
| Demonstrated experience in the installation, modification, repair and maintenance of irrigation systems. | Essential |
| Demonstrated operational experience of a range of plant relevant to reticulation installation and maintenance. | Essential |

Other

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| National Police Clearance (under 3 months). | Essential |
| Current 'C' Class Driver's Licence | Essential |

Office use only

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| Position Creation Date | Date | 19 November 2019 | Officer | |
| Last reviewed/Modified | Date | 19 November 2024 | Officer | Mark Williams |