Position Description

Position Title	Tree Maintenance Operator
Position Number	TSOP04
Directorate	Infrastructure
Business Unit/s	Parks & Sustainability
Reports to	Supervisor Tree Services
Classification	OWA – Level 5

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

Tree Maintenance Operator reports to Supervisor Tree Services.

Position Overview

This position is responsible for the operation of the water truck and the provision of labouring services for the Parks and Sustainability Business Unit. This includes:

- Planting and watering street trees
- Staking and tying trees
- Mulch
- Formative tree pruning

Position Objectives

- Operate the water truck for Arboriculture / Horticulture activities.
- Provide general labouring duties associated with tree planting.
- Notify supervisor of requirement for repair of plant and equipment for City Trees
- Attend and participate in regular toolbox meetings with field employees encompassing workplace safety, work practices and schedules and related issues.
- Maintain quality of own work to meet the City's safety standards.
- Promote safety awareness and ensure a safe working environment.

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.
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Selection Criteria

Qualifications/Education Level	
Certificate in Horticulture/Arboriculture or similar.	Desirable

Mandatory Certificates, Licences, Tickets, Memberships, Registrations	
Certificate in basic traffic management.	Essential

Knowledge, Skills, Experience & Abilities	
Ability to consistently demonstrate the behaviours as outlined in the City of Stirling Competency Framework in accordance with Cluster descriptors relevant to the position.	Essential
Understanding of customer service principles and practices.	Essential
Interpersonal skills and basic written and verbal communication skills.	Essential
Demonstrated ability to work within a team environment.	Essential
Ability to promote and maintain a safe work environment including a good knowledge of safety and operator maintenance procedures for construction plant and safe working practices in regard to mechanical plant and heavy vehicles.	Essential
Ability to work with basic electronic data input in regards to capturing information in a mobility device such as a phone or tablet.	Desirable
Substantial experience in operating trucks.	Essential

Other	
National Police Clearance (under 3 months).	Essential
Current Driver's Licence (MR)	Essential

Office use only

Position Creation Date	Date	1 September 2018	Officer	Coordinator Arboriculture
Last reviewed/Modified	Date	10 April 2024	Officer	Supervisor Tree Services