

# Position Description

<b>Position Title</b>	Plant Operator
<b>Position Number</b>	PSTD04, PHFE01, PDTD02, PDTD05 – Level 5 PDTD04, PHTD03, PHDT02, PIDT04, PDFE01, PITD01 – Level 6
<b>Directorate</b>	Infrastructure
<b>Business Unit/s</b>	Parks & Sustainability
<b>Reports to</b>	Parks Operations Supervisor
<b>Classification</b>	OWA Level 5 – Plant Operator OWA Level 6 – Senior Plant Operator

## 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 Parks and Operations Supervisors.

## Position Overview

These positions are experienced Plant Operators in the Parks and Sustainability Business Unit, with level 6 operators experienced across a wider array of plant and possessing additional skills needed for the Business Unit. All plant operators are responsible for the operation of all equipment associated with the Parks and Sustainability Business Unit, act as a relief for these positions and be able to provide basic training in their use and safe operation.

Level 6 Senior Operator roles includes taking responsibility and providing leadership for the worksite during the Supervisor's absence, providing for on-site training, labouring and demonstrating multi-skilling.

The position is a level 5/6 position enabling an entry level at Level 5 and through recognising experience and knowledge allows movement to Level 6, subject to business needs.

In order to be considered for movement from Level 5 to 6 the operator must demonstrate that they meet the additional essential (E) criteria for qualifications, as listed in the selection criteria, within the business needs and requirements of the Business Unit.

**IN ORDER TO MOVE BETWEEN LEVELS, A WRITTEN APPLICATION MUST BE RECEIVED DEMONSTRATING COMPETENCIES, ESSENTIAL CRITERIA, EXPERIENCE AND QUALIFICATIONS.**

## Position Objectives

### ALL OPERATORS (Level 5 & 6)

- To be licensed and capable of Operating a Six- Wheeler Tip Truck and a Front-End Loader or a minimum of three of the following items of plant:
  - Tractor(75 HP)
  - 1.8 m Outfront Ride on Mower
  - Tractor/PTO driven grass sweeper
  - Tractor/PTO driven 'Pegasus – 5.4m' (or similar) mower
  - Level Lawn implement
  - Water Truck (8 tonne)
- A working knowledge of various units within a Parks and Sustainability environment and their work schedules, i.e. Mowing Units, Watering Truck Rounds, Streetscape Rounds, Playground Safety Inspectors.
- Operate all tractor three point linkage implements.
- Carry out daily maintenance and development works as directed by immediate supervisor in capacity of relief operator.
- Undertake intermediate horticultural tasks including assistance in turf preparation and maintenance, landscaping and tree pruning.

- Ensure all work is undertaken in accordance with established quality standards and meets agreed targets of the Business Unit.
- Undertake administrative duties including accurate completion of timesheets, plant start up and shut down checks, site-specific records including workplace safety and reporting of plant defects to the supervisor.
- Employ relevant traffic management procedures for all work.
- Promote and ensure compliance to the City's Customer Service Charter.
- Promote safety awareness and ensure a safe working environment for employees.
- Attend and participate in regular toolbox meetings with field staff encompassing workplace safety, work practices and schedules and related issues.
- To carry out pre-start maintenance checks on assigned plant / equipment and to report any defect to the immediate supervisor.
- Work outside normal hours for emergency operational reasons in accordance with the relevant industrial agreement.

#### **LEVEL 6 – EXTRA RESPONSIBILITIES (essential skills)**

- Responsible for the supervision and limited guidance of a small work group as required
- Mentor and train new staff on nominated plant used and assist and support training of other outside staff on other items of plant and equipment used on site Certification to relieve as a Playground Safety Inspector and other approved qualifications.

## **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	
Year 10 Certificate.	Essential
Successful completion of the Certified Playground Inspectors Course level 1 or 2 <b>(Lvl 6 only)</b>	Essential
Mandatory Certificates, Licences, Tickets, Memberships, Registrations	
Successful completion of 'Working Safely near Western Power's operational assets' course for work near power lines; or ability to attain certification.	Essential
Certificate in Basic Worksite Traffic Management	Essential
Current First Aid Certificate.	Essential
Certificate in Chainsaw Operation and Maintenance.	Essential
Certificate to operate a front end loader <b>(Lvl 6 only)</b>	Essential
Formal leadership development <b>(Lvl 6 only)</b>	Desirable
Horticultural Chemicals Spray Operators Certificate <b>(Lvl 6 only)</b>	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
Demonstrated interpersonal, written and verbal communication skills.	Essential
Show understanding of good customer service principles and practices.	Essential
Planning and organisational skills that are results orientated.	Essential
Basic skills using MS Office Suite (Word, Excel, Outlook, PowerPoint).	Essential
Demonstrated ability to use initiative working to a schedule and achieving targets.	Essential
Demonstrated understanding of occupational health and safety principles and practices and an ability to promote and maintain a safe work environment.	Essential
Ability to set goals and objectives for team members, instruction of new or reallocated employees, and lead and manage work groups. <b>(Lvl 6 Essential)</b>	Desirable
Experience in a Plant Operator or similar role	Essential
Experience in a Senior Plant Operator or similar role (Lvl 6 Only)	Essential

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

**Office use only**

Position Creation Date	Date	4 April 2021	Officer	
Last reviewed/Modified	Date	16 May 2025	Officer	Coordinator Parks Program