

# Position Description

<b>Position Title</b>	Streetscape Maintenance Assistant
<b>Position Number</b>	RVM001
<b>Directorate</b>	Infrastructure
<b>Business Unit/s</b>	Parks & Environment
<b>Reports to</b>	Supervisor Streetscape Horticulture
<b>Classification</b>	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 243,000 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 Team Leader, Streetscape Maintenance, and Supervisor, Streetscape Horticulture.

## Position Overview

To ensure the upkeep and aesthetic appeal of unkempt public spaces and streetscape areas across the City to the desired community outcomes and in accordance with City's guidelines and safety standards.

## Position Objectives

- Undertake maintenance of streetscapes and parks encompassing mowing, line trimming, edging, blower operation and litter and debris removal as directed by the Unit Team Leader and/or Supervisor Streetscape Horticulture.
- Collaborate with the Team Leader to complete tasks aligned with the Streetscape Maintenance schedule, ensuring both team and individual key performance indicators (KPIs) are achieved.
- Operate a range of mowing equipment, observing correct operating and safety instructions.
- Maintain quality of own work to ensure the City's service standards, quality and targets are met
- Safely operate machinery in residential areas, ensuring minimal disruption to residents.
- Remove litter and debris to improve accessibility and visual appeal prior to mowing.
- Comply with traffic management procedures and site safety management for all work.
- Notify Team Leader of servicing and repair requirements for plant and equipment.
- Promote and ensure compliance to the City's Customer Service Charter.
- Attend and participate in regular toolbox meetings with field staff encompassing workplace safety, work practices and schedules, and other related issues.
- Other duties as directed including but not limited to:
  - Cleaning of footpaths and pram ramps.
  - Weed control
  - Under pruning
  - Relieving Team Leader and in other Parks & Streetscape roles.
  - General parks maintenance.

## 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 Team Leader or 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
Mandatory Certificates, Licences, Tickets, Memberships, Registrations	
Basic Worksite Traffic Management	Desirable
Knowledge, Skills, Experience & Abilities	
Experience in turf maintenance including operating a ride on mower and line trimmer.	Essential
Interpersonal skills including but not limited to basic written and verbal communication skills.	Essential
Experience in operating and maintaining small plant.	Essential
Demonstrated ability to effectively work within a team and on your own.	Essential
Understanding of occupational health and safety principles and practices and an ability to promote and maintain a safe work environment.	Essential
Other	
National Police Clearance (under 3 months).	Essential
Current Driver’s Licence	Essential

### Office use only

Position Creation Date	Date	1 April 2019	Officer	
Last reviewed/Modified	Date	22 May 2025	Officer	Coordinator Streetscape Horticulture Program