

Leeton Shire Council



POSITION DESCRIPTION

Leeton Shire Council Staff Mission and Values:

- ✓ *Our mission is to be proudly trusted by the Councillors and the Community to deliver for them the very best outcomes in the most effective manner whilst enjoying a harmonious workplace that values and rewards its workforce for service excellence.*
- ✓ *We are a values-driven workforce and are committed to demonstrating a set of shared values that we have cogenerated as a team of staff. These are:*

Trust Respect Integrity Collaboration Communication Innovation

- ✓ *With these values leading how we perform our roles, staff have the chance to develop as leaders in their own right, enjoy a sense of **wellbeing** and **safety** and show and receive **loyalty**.*

POSITION DETAILS

Position Title	Irrigation Technician
Directorate	Operations
Department	Open Space & Recreation
Location	Leeton Shire Council depot, Vance Estate, Leeton
Salary Grading	Grade 7
Employment Status	Fulltime <i>(after the successful completion of a three-month probation period)</i>
Hours of Work	Currently a nine day fortnight (76 hours – Monday to Friday) Note: This is subject to change if determined by the General Manager or delegate.
Supervisor	Open Space & Recreation Supervisor
Staff Reporting to Position	<ul style="list-style-type: none">▪ Nil
Key Internal Relationships	<ul style="list-style-type: none">▪ Open Space & Recreation Coordinator▪ Open Space & Recreation Supervisor▪ Water and Wastewater team▪ Golf Course Superintendent▪ Roads team▪ Workshop
Key External Stakeholders	<ul style="list-style-type: none">▪ Contractors▪ General Public

PRIMARY PURPOSE OF POSITION

- ❖ Under the direction of the Open Space & Recreation Supervisor, the Irrigation Technician is responsible for the repair, maintenance and servicing of Council's irrigation systems.

This document describes the main responsibilities of the position and is not designed to be prescriptive. The staff member can expect to undertake other duties in addition to those described in this document.

All staff are expected to demonstrate behaviours that align with Leeton Shire Council core values, Code of Conduct, Child Safe Policy and Equal Employment Opportunity Principles.

POSITION ACCOUNTABILITIES AND RESPONSIBILITIES

Finance:

- ❖ Comply with relevant budget processes and procedures, ensuring appropriate charge numbers and costing codes are used

Strategy:

- ❖ Contribute to the review and updating of internal business processes

Customer/Stakeholder:

- ❖ Attend to customer requests and enquiries
- ❖ Provide specialist information and advice to customers
- ❖ Inform customers of maintenance and repair work to be carried out that directly impacts them

People Management:

Nil

Operations:

- ❖ Monitor and maintain Council irrigation systems, ensuring Council standards are maintained in consultation with the Open Space & Recreation Supervisor and Coordinator.
- ❖ Assist the Supervisor with material budget preparations which entails recording and monitoring costs relating to the delivery of irrigation services in order to support Council planning and budgeting processes.
- ❖ Design and install irrigation systems.
- ❖ Interpret and execute work from plans – Before you Dig Australia.
- ❖ In conjunction with the relevant Workgroup Leader, ensure day to day liaison with field staff and contractors of other service organisations for co-operation relating to field works.
- ❖ Recommend any improvements and/or opportunities for training or upskilling that may be beneficial to the operation of the Open Space & Recreation team.
- ❖ Schedule, in consultation with the Supervisor Open Space & Recreation, the testing and repair of all irrigation assets relevant to the Open Space & Recreation department.
- ❖ Review and update irrigation asset plans on a regular basis.
- ❖ Supervise and carry out routine maintenance and regular servicing of plant.
- ❖ Provide technical input on irrigation to support the construction and maintenance of horticultural assets when required.
- ❖ Help promote the image of Council

WORK, HEALTH & SAFETY RESPONSIBILITIES

Workers have an active role to play in the safety of themselves, all employees of council and members of the public.

Workers have the following responsibility, authority and accountability:

- ❖ Working safely so as not to put yourself or others at risk.
- ❖ Stopping work in circumstances that are deemed an immediate risk to health and safety until a satisfactory solution is agreed/implemented.
- ❖ Cooperating and complying with safe work methods statements, policies and procedures and participating in their development.
- ❖ Reporting all accident, incidents and hazards to your supervisor/manager immediately and participating in accident/incident investigation and risk management activities.
- ❖ Attend all WHS training.

A full list of Leeton Shire Council's WHS responsibilities and accountabilities are available within the 'Conditions of Employment Essential Information' document.

SELECTION CRITERIA

Essential

Qualifications/Licences/Experience

1. Trade Certificate in Plumbing or Certificate 2 in Urban Irrigation or Horticulture or at least 4 years demonstrated related experience.
2. Possess and maintain a current MR Truck Driver Licence. Failure to maintain such licence may be grounds for dismissal.

Skills and Attributes:

1. Sound knowledge in the operation of irrigation controllers and irrigation systems.
2. Demonstrated excellent interpersonal skills with the general public and fellow employees.
3. Demonstrate an ability to solve problems by reference to the Supervisor.
4. Accept participation in and willingness to attain skills training as and when required.
5. Demonstrated ability with technology applications.
6. Demonstrate a tolerance for constructive change.

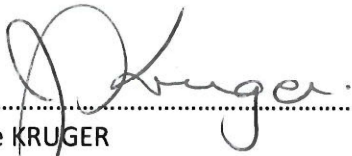
Desired Requirements or a desire to attain knowledge and competency in the following:

- ❖ Certifications in:
 - Arboriculture
 - Chainsaw Operations
 - Chemical Application
 - Urban Irrigation

- ❖ Forklift Licence

- ❖ Elevated Work Platform Licence

- ❖ Competencies in:
 - Front-end Loader operation
 - Skid Steer



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Jackie KRUGER
General Manager

I hereby accept the terms and conditions set out in this position description for Irrigation Technician

Dated this day of 20....

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Signature