

POSITION DESCRIPTION

POSITION	POSITION NUMBER
IRRIGATION TECHNICIAN, SPORTS GROUNDS	1349/3014
CLASSIFICATION	ANZSCO CODE
BAND 3	841999
DEPARTMENT	DIVISION
Operations	Infrastructure and Environment
AGREEMENT	LOCATION
Ballarat City Council Enterprise Agreement No. 9, 2023	Depot

Position Objectives

- This position works as a member of the Parks and Gardens team to ensure all irrigation systems across the City of Ballarat's sportsgrounds and reserves are monitored and maintained in accordance with current procedures and standards.
- The position will be a part of a team that plays an important role in facilitating the operation and maintenance of irrigation and telemetry systems.
- Work as part of a team, utilising safe work practices with a positive can-do attitude working towards meeting Councils goals and vision

Key Responsibility Areas

Occupational Health and Safety

- Report hazards and incidents as soon as possible
- Constructive participation in investigations and assistance in implementing corrective actions
- Wear PPE and follow safe work procedures as directed
- Constructively participate in team meetings
- Comply with the City of Ballarat safety system.
- Participate constructively in all forums set up to investigate, improve or communicate safety.

Irrigation

- Ensure that all assigned irrigation systems across the sportsgrounds and reserves are performing in accordance with seasonal operating requirements.
- Assist in the maintenance and operation of the City's irrigation telemetry and central control systems.
- Perform irrigation tests regularly to identify current and potential faults and maintenance issues in the City's irrigation systems.
- Ensure that all system repairs are carried out in accordance with the relevant Australian Standards and current Codes of Practice.
- Facilitate repairs for breakdowns and routine maintenance of the City's manual and automatic sprinkler systems.
- Adjust water cycles in consultation with the Parks and Gardens Supervisors and staff.
- Assist in the delivery of the yearly irrigation maintenance program.
- Assist in the preparation of information for identified irrigation projects.
- Assist in the delivery of new irrigation systems, or components of, in accordance with the specifications and standards in the design plan.
- Recommend irrigation system improvements and enhancements.
- Perform other reasonable duties as requested, within the scope of this position and in accordance with skills, knowledge and experience.

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Plant Operation

- Safe and competent operation of vehicles up to and including 13.9 tonnes G.C.M
- Operate and maintain a range of medium mechanical plant and equipment in a safe and effective condition, ensuring service requirements, faults and repairs are reported and carried out as required.
- Carry out regular checks, adjustments and minor maintenance including the inspection of to ensure all equipment is maintained in a safe and operational condition.
- Assist other employees in the safe and efficient operation of a range of plant and equipment including the demonstration of appropriate Occupational Health and Safety practices.

Turf Management

- Strong focus on maintaining turf surfaces across sportsgrounds and reserves relevant to the role across identified areas.

Customer Service

- Maintain high quality public relations in all dealings with the general public, ratepayers, Councillors, contractors, suppliers, Government authorities, other team members and internal departments.
- Treat customer or public requests and comments in a courteous and efficient manner.

Teamwork

- Participate in team works and projects as directed.
- Promote an environment of team participation and actively contribute to team meetings.
- Work as part of a team, promoting safe work practices with a can-do attitude whilst working towards meeting Councils goals and vision.

REPORTS TO: Supervisor Sports Grounds	DIRECT REPORTS: Nil
ORGANISATIONAL RELATIONSHIPS	
Internal: Parks and Gardens Coordinators and Supervisors City of Ballarat Staff Customer Service Officers	External Clients: Parks and Reserves User Groups Public Suppliers Statutory Authorities Contractors

Accountability and Extent of Authority

- Responsible for the performance of specified works within given time frames.
- Responsible for carrying out plant operation and irrigation maintenance works in accordance with accepted standards of quality and productivity.
- Responsible for the achievement of high levels of personal productivity.
- Responsible for the daily inspection, maintenance of and the safe and efficient operation of plant and equipment.
- Responsible for reporting any damages, incidents or public hazards in the area of responsibility.
- Responsible for providing correct irrigation maintenance techniques for the irrigation systems across the municipality.
- Responsible for the maintenance and care of tools, equipment and other Council assets.

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- Responsible for the accurate completion of timesheets, works records, logbooks and other records/reports as required.
- Responsible to abide by any relevant Council policies and procedures.

Judgement and Decision Making

- Be capable of working without direct supervision and demonstrate initiative.
- Ensure workplace activities are carried out in a manner that ensures compliance with the City of Ballarat's Safe Working Procedures, OHS, EEO, other relevant legislation, safety of the public and protection of Council assets.
- Assess potential hazards and take appropriate action to rectify or minimize prior to reporting to the appropriate officer.
- Evaluate site requirements and work instructions to achieve results in the most productive and technically correct manner.
- Ensure plant and equipment are used to maximise productivity whilst minimising undue wear and tear.
- Evaluate site requirements and works instructions to achieve results in the most productive and appropriate manner

Specialist Skills and Knowledge

- Demonstrated experience and understanding in the following:
 - In depth knowledge of watering systems and drainage systems
 - Telemetry Control Systems
 - Maintenance and operation of irrigation systems
 - Pipe laying
 - Plan interpretation
 - Sports field maintenance
 - Turf surface and garden beds irrigation needs

Management Skills

- Ability to lead and motivate apprentices, casual and other staff to achieve efficiency, productivity, participation, and skills acquisition.
- Ensure the adherence to legislative policies regulating workplace activity.
- Manage time to achieve high personal productivity.
- Plan works in advance.
- Demonstrated problem solving and negotiation skills appropriate to dealing with user groups, members of the public, volunteers, and clients.
- Participate in team meetings regarding setting team goals and work targets.

Interpersonal Skills

- Well-developed oral and literacy skills to communicate effectively with supervisors, team members, other employees, Government authorities, contractors and the general public.
- Co-operate with team members, other Council employees, volunteer groups, government authorities and contractors to achieve desired works outcomes.

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Qualifications and Experience

- Suitable qualifications relevant to the role in Horticulture, Turf Management, Irrigation or Plumbing.
- Demonstrated experience in the maintenance and repair, programming and monitoring of a large range of irrigation systems.
- Previous experience and knowledge in monitoring and maintaining irrigation systems controlled by a central management system.
- Demonstrated ability in the use of a range of specialised irrigation machinery and equipment.
- Current Victorian Driver's licence.
- Literacy and numeracy skills to maintain a diary, read instructions, keep records and perform calculations for chemical application.

SELECTION CRITERIA

Essential

- Qualifications and experience as listed above.
- Demonstrated ability to champion, model and promote the corporate values
- Must have a reasonable level of fitness to perform physical duties such as digging, walking, lifting etc.

City of Ballarat Core Values

<p>We are honest and transparent</p> 	<p>We are accountable</p> 	<p>We value everyone</p> 	<p>We work with and for our community</p> 	<p>We work together</p> 
<ul style="list-style-type: none"> • We tell the whole story. • We provide a context and rationale for our decisions. • We trust each other enough to be honest. 	<ul style="list-style-type: none"> • We do what we say we will do, when we say we will do it. • We learn from our mistakes and celebrate our successes. • We back up our teammates and also hold them to account with kindness and respect. 	<ul style="list-style-type: none"> • We show respect to everyone, even if we disagree. • We ensure everyone has access to opportunities. • We are approachable regardless of our position in the organisation. 	<ul style="list-style-type: none"> • We seek to understand our community's needs and take action to meet those needs. • We engage with our community and share what we are doing and why. • We manage our resources responsibly and sustainably. 	<ul style="list-style-type: none"> • We work towards common goals. • We support each other through the highs and lows. • We look for the best in each other.

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ACKNOWLEDGEMENT

Please sign and date to acknowledge you have read and understood this position description.

Name:	Signature:	Date:
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The City of Ballarat is committed to being a child safe organisation and has zero tolerance for child abuse and harm. We are committed to providing an environment and culture that promotes the safety, health and well-being of children and young people and which provides a voice to all children, including those from an Aboriginal and Torres Strait Islander background, with disabilities and from culturally, religiously and linguistically diverse backgrounds. We have policies, procedures and training in place that support our employees, volunteers and contractors to achieve these commitments and to ensure all children are listened to, their views respected, and their contribution recognised to ensure Council environments are safe.