

POSITION DESCRIPTION

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Groundsperson – HEW 3 Facilities Management Directorate

Position Number/s	124167, 637236
Position Status	Continuing/Fixed-Term, Full-Time
Position Supervisor	Facilities Campus Manager
Number of Positions Supervised	Directly: Nil Indirectly: Nil

You will:

Provide professional standard grounds maintenance activities.

You are responsible for:

- Ensuring that the campus grounds and general surrounding areas are in a highly presentable form.
- Maintaining all trees, shrubs, bushes, plants and flowers within the grounds.
- Developing new areas and landscaping gardens.
- Maintaining an area for propagation, plant regrowth and potting to re-supply the campus from that source.
- Maintaining all lawn areas.
- Storing and maintaining all garden tools and equipment.

Selection Criteria

Incumbents will need to exhibit the knowledge and educational requirements, skills and experience requirements, critical capabilities and motivational and job fit attributes required for the position.

Applicants, please provide detailed examples of how you exhibit the knowledge and education, skills and experience, critical capabilities and motivational and job fit attributes required for the position when preparing your responses to the selection criteria. Please refer to Job Application Form for instructions on how to respond to selection criteria.

Knowledge and Education	Skills and Experience
<ul style="list-style-type: none">Awareness of implementing and following grounds maintenance procedures.Completion of a Trades Certificate; or completion of Year 12 with relevant work experience; or equivalent relevant experience or combination of relevant experience and education/training.	Essential <ul style="list-style-type: none">Undertaking grounds maintenance with the ability to work unsupervised.Using good interpersonal and communication skills, with the ability to liaise and consult with suppliers and staff.
Critical capabilities	Motivational and Job Fit Factors
<p>Achieves results</p> <ul style="list-style-type: none">Follow safe work practices and take reasonable care of own and others health and safety. <p>Engages and connects</p> <ul style="list-style-type: none">Provides consistent, professional and quality service in line with CQUniversity objectives to students and internal and external contacts. <p>Personal drive and integrity</p> <ul style="list-style-type: none">Gets on with the job and has pride in their work; approaches work with a positive attitude is open and receptive to feedback. <p>Shapes the future</p> <ul style="list-style-type: none">Reflects on own personal experiences to maximise opportunities and identify new/ different ways of improving practice. <p>Communicates with influence</p> <ul style="list-style-type: none">Cooperates with others, shares relevant information and seeks information from others as required.	<p>This position would suit someone who gains job satisfaction from:</p> <ul style="list-style-type: none">Diversity in the workforce.Collaborating and cooperating with other departments to achieve positive business outcomes.Continuously improving and exploring new ways to do their job successfully.Striving to understand and meet customer expectations and satisfaction.Working on tasks requiring great attention to detail.Being a high-involvement team member who enjoys working in a participative and empowered environment.