

POSITION DESCRIPTION

Position Title: Turf Apprentice (Sporting Ovals)	Position Number: TRAIN-10
Department: Engineering – Operations	Accountable to: Supervisor Sporting Ovals
Level and Step: Apprentice	Salary Range:
Responsible for the supervision of: No direct/indirect supervisory responsibilities	



Primary purpose of the position	This position is responsible for assisting in the maintenance of sporting ovals in the City.	
Key accountabilities	<ol style="list-style-type: none"> 1. Complete and pass all units of study (as agreed upon between yourself, the training provider and the City) within the 12 month traineeship period; 2. Attain the necessary competency in the operation of plant and equipment associated with the day to day maintenance of sporting ovals; 3. Learn the necessary practical skills to ensure turf is maintained to an acceptable level of presentation; 4. Learn the skills necessary to conduct inspections of structures and amenities to identify any damage or hazards; 5. Learn the identification of weeds, pests and diseases and the appropriate methods of control; 6. Learn to identify reticulation problems and maintenance practices; 7. Adhere to all City of Kalgoorlie-Boulder policies and procedures, and ensure personal safety at work and that of others; 8. Other accountabilities and responsibilities as directed by the Supervisor. 	
Judgement & decision making	<ol style="list-style-type: none"> 1. Respond promptly to instructions and where necessary seek clarification to ensure effective completion of work; 2. Self-manage workload and apply good judgement and problem-solving skills to situations with guidance from the Supervisor; 3. Seek guidance from the Supervisor with regards to applying legislation and Council policy direction; 4. Work together effectively with supervisor/manager and team colleagues to develop efficient operational practices and standards; 5. Apply knowledge and skills to ensure consistent quality outcomes. 	
Outcomes / Key Performance Indicators (KPI's)	<ol style="list-style-type: none"> 1. Complete each individual unit in its entirety and within the City set and allocated timeframe 2. Engage and establish a working relationship with the relevant lecturer and maintain weekly contact for support and guidance 3. Other KPI's will be developed within three (3) months of commencement. 	
Skills, knowledge & capacity	<ol style="list-style-type: none"> 1. Good verbal communication skills; 2. Willingness to learn skills associated with the position; 3. Good understanding of the requirements of the position; 4. Ability to work under general supervision; 5. Ability to work effectively and constructively as part of a team environment; 6. Current satisfactory National Police Clearance; 7. Current WA "C" Class driver's license. 	
City of Kalgoorlie-Boulder Values	Support	We will support each and every team member to work together, build relationships and deliver greater outcomes for our organisation and our community.
	Respect	We will treat our team members and our community with mutual respect and understanding.
	Fun	We will promote and value work-life balance, and create an environment that is rewarding and fulfilling.

	Recognise	We recognise and acknowledge all individuals and cultures and value their contributions to our organisation and the community that we serve.
	Connect	We work as one organisation that communicates openly, and actively connects with our teams, community and stakeholders.

POSITION DESCRIPTION AGREEMENT

The above stated is intended to describe the general nature and level of work performed by the employee assigned. It is not designed to be interpreted as a comprehensive list of duties and responsibilities of the position. The City of Kalgoorlie-Boulder reserves the right to amend responsibilities as required to meet business and operational requirements.

I, the undersigned, agree that the above position description including the key accountabilities, decision making and outcomes/key performance indicators are accepted as appropriate for the position.

Employee Full Name (please print): _____ Employee Signature: _____ Date: _____

COA: 1403012