

POSITION DESCRIPTION

POSITION TITLE	Reticulation Maintainer
DIRECTORATE - SECTION	Asset Services – Parks & Environmental Services
LEVEL - EBA	4/5 - Operational
RESPONSIBLE TO	Supervisor Irrigation and Parks Projects

OUR VISION

Connected Communities, Valuing Nature and Creating our Future Together.

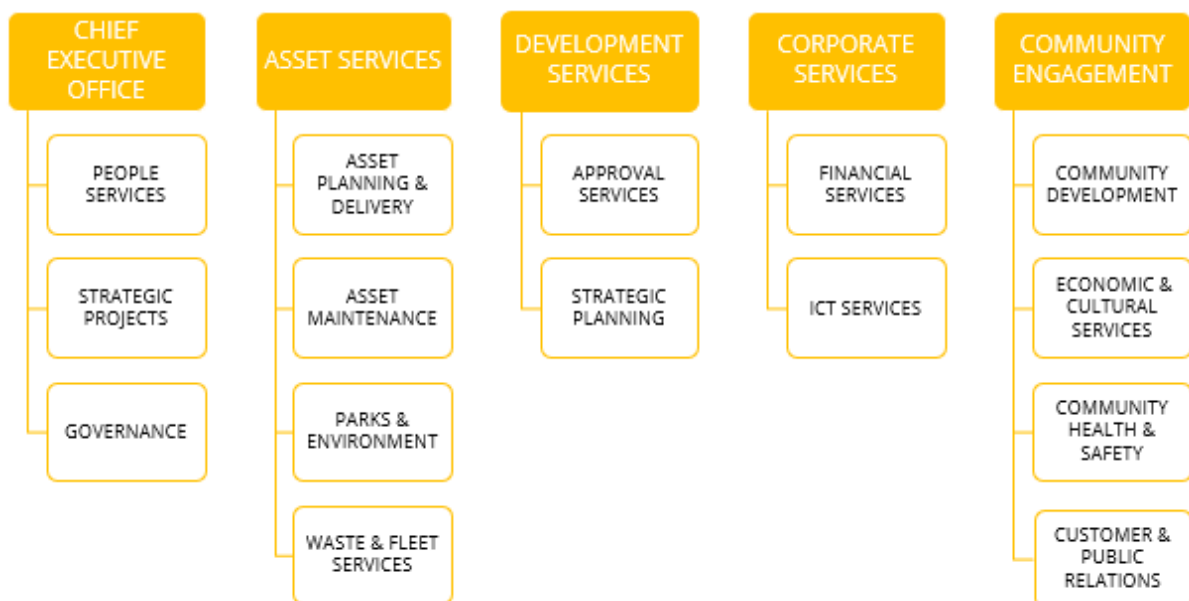
OUR SIMPLE GUIDING PRINCIPLES

Ensure everything we do will make Kalamunda socially, environmentally and economically sustainable.

OUR VALUES

- SERVICE** Provide excellent customer service at all times, through effective listening and understanding, in order to go beyond the commonplace when we serve others.
- PROFESSIONALISM** Maintain professionalism by upholding the corporate image, speaking carefully and acting quickly to ensure others know we are reliable, respectful and competent.
- QUALITY** Uphold quality and show initiative through clear thinking, planning mindfully, acting decisively, measuring carefully and regularly reviewing the goals to be achieved.

ORGANISATIONAL STRUCTURE & FUNCTIONS



THE OVERALL OBJECTIVE OF THIS POSITION

Efficiently and effectively operate, install, and maintain City of Kalamunda infield irrigation systems to accepted standards.

KEY RESULT AREAS

ORGANISATION SUPPORT

- Provide quality advice and technical support to the Supervisor Irrigation and Park and Projects in a timely and professional manner.
- Prepare accurate timecards, forms, logbooks, reports, letters, and other documents as required.
- Provide information, including cost estimates for small works for budget purposes.
- Prepare and deliver programs and timely responses to customer requests as directed.
- Be available to work on the rotational call out roster.
- Keep up to date records.

CUSTOMER SERVICE – INDIVIDUAL AND TEAM

- Adhere to City of Kalamunda customer service charter and standards.

BUDGET MANAGEMENT

- Basic understanding of budget process, and work to pre-determined programs and schedules
- May be required to assist the Supervisor to seek quotes for and oversee contracted works.

ASSET MANAGEMENT

- Basic understanding of asset management, specifically around asset life and renewals

ETHICAL BEHAVIOUR & COMPETENCY

- Adhere to City of Kalamunda Values and staff Code of Conduct

WORKPLACE HEALTH AND SAFETY

- Employees must take reasonable care for their own health and safety and that of others who may be affected by their actions or omissions.
- Comply, so far as they are reasonably able, with any reasonable instruction given by the City to allow the City to comply with WHS laws.
- Cooperate with any reasonable policy or procedure of the City relating to health or safety at the workplace.

WORKPLACE COMPETENCY

Uphold the City's values of Service, Professionalism and Quality and demonstrate behaviours that reflect the organisations values, supports cross functional teams and meets customer and organisational needs.

TRAINING/QUALIFICATION(S)

- Current WA Construction Industry Card (CIC) 'White' card or obtain one within 3 months.
- Basic Worksite Traffic Management (BWTM) ticket or the ability to obtain one within 6 months.

ESSENTIAL KNOWLEDGE/SKILLS CRITERIA

- Experience operating large scale infield irrigation systems in a public situation.
- Operation and maintenance of Signal and Rainbird site control systems
- Methodically diagnose system faults, including multicore and two wire systems
- Ability to read and interpret irrigation plans and carry out basic system installations, with limited Supervision.
- Competent use and maintenance of a range of applicable tools, plant and equipment.
- Knowledge and experience diagnosing pump faults.
- Ability to work under routine supervision as an individual or in a team environment.

PHYSICAL REQUIREMENTS

The City welcomes people with a disability to apply for this position. Reasonable workplace accommodations and aids are available as required.

- Constant, repetitive walking, squatting, kneeling, bending, standing, and negotiating uneven ground & level surfaces.
- Intermittent sitting (during driving) & standing/bending/trunk rotation.
- Climbing in & out of vehicles, steps, and ladders; accessing toolboxes and back of vehicle for equipment
- Carrying equipment up to 20 kgs
- Manual dexterity needed for fitting reticulation equipment and fittings.
- Digging and preparation of sites for reticulation services
- Loading, reaching, and preparing vehicle for daily activities.
- Hearing, vision, and cognitive abilities required to engage with members of the public/stakeholders and other staff by phone, in person and in writing.

DIVERSITY

The City of Kalamunda is committed to and values the advantages and benefits that equity, diversity, and inclusion (EDI) brings to all its staff. The City seeks to integrate the principles of EDI throughout the organisation, to enrich our perspective, improve performance, increase community value, and enhance the probability of achievement of our goals and objectives.

DRIVERS LICENCE

1. Possession of a current 'C-A' (Automatic) or 'C' (Manual) class driver's licence allowing the holder to drive legally in Western Australia.

AGILITY

This position description reflects the City's requirements at a point in time and is subject to change. The City may modify this position description at any time, provided the skills, qualifications, competence and training remains within a reasonable range of the original position.

REVIEWED BY: Manager Parks & Environmental Services

DATE PD REVIEWED/APPROVED: 19 October 2023
