



## Assistant Gardener/Handyperson

### Schools

<b>Position number</b>	Generic
<b>Agreement</b>	<a href="#">Government Services (Miscellaneous) General Agreement 2019</a> or as replaced
<b>Classification</b>	Level 1
<b>Reports to</b>	Senior Gardener/Handyperson (Level 5)
<b>Direct reports</b>	Nil

### Context

Information about the particular school or college in which the vacancy is being advertised is available on [Schools Online](#).

For further information about the Department, please visit: [education.wa.edu.au](http://education.wa.edu.au).

### Key responsibilities

Under the direction of the Senior Gardener/Handyperson, the Gardener/Handyperson:

- Maintains school grounds, including turf areas, garden beds, shrubs and trees, in a clean and tidy condition, providing students and staff with a safe external learning environment.
- Maintains a suitable growing environment for the soft landscape, including gardens, lawns and broader turf management.
- Maintains hard landscaping such as courts and paving.
- Marks sports areas as required.
- Performs minor repairs and maintenance according to the Department's policies and guidelines.
- Maintains gardening facilities, equipment and tools to a neat, clean and serviceable standard.
- Reports faults as appropriate.
- Performs tasks and duties using safe work practices, including management of hazardous substances in accordance with Occupational Safety and Health (OSH) legislation, in a timely manner with minimal disruption to students and staff.

## **Selection criteria**

1. Demonstrated good communication skills.
2. Demonstrated ability to operate and maintain equipment and apply safe working practices.
3. Demonstrated ability to assist in maintaining both soft and hard landscaped areas.
4. Demonstrated ability in the practical application and safe use of hand tools.

## **Eligibility and training requirements**

Employees will be required to:

- complete introductory School Gardener training within 3 months of commencement in metropolitan areas or as soon as practicable for regional areas
- obtain a current Department of Education Criminal Record Clearance prior to commencement of employment
- obtain or hold a current Working with Children Check
- complete the Department's induction program within three months of commencement
- complete any training specific to this role required by Departmental policy
- complete the Department's training in Accountable and Ethical Decision-Making within six months of appointment.

## **Certification**

The details contained in this document are an accurate statement of the responsibilities and other requirements of the position.

## **ENDORSED**

Date 14 January 2020  
Reference D19/0392312