



HSS Registered November 2019

Gardener

Hospital Support Workers Agreement: Level 1/2

Position Number: 008151
Queen Elizabeth II Medical Centre Site
 FACILITIES MANAGEMENT
 NMHS FACILITIES MANAGEMENT

Reporting Relationships

QEIMC Facilities Manager
 Award Level: HSO Level G10
 Position Number: 007993



Engineering Manager
 Award Level: HSO Level G7
 Position Number: 000345



Manager Garden & Grounds
 Award Level: HSO Level G5
 Position Number: 000355



Also reporting to this supervisor:

- Senior Horticulturist-
Level 11



This Position



Directly reporting to this position:

- NIL

Other positions under control of this position:

- NIL

Prime Function / Key Responsibilities: Maintains a high quality for patients, staff and all site users by providing the labour resource to carry out the gardener function across the Queen Elizabeth II Medical Centre Site.

Brief Summary of Duties (in order of importance)

1. Carries out grounds related duties as requires for the works and maintenance of the QE11 MC site Garden & Grounds.
2. Uses and maintains garden and grounds equipment's both mechanical and hand operated.
3. Ensures security of hospital property by taking due care in executing allocated tasks.
4. Carries out landscape development and construction work as directed.
5. Carries out duties in accordance with prescribed safety standards.

6. NMHS Governance, Safety and Quality Requirements

- 6.1 Participates in the maintenance of a safe work environment.
- 6.2 Participates in an annual performance development review.
- 6.3 Supports the delivery of safe patient care and the consumers' experience including participation in continuous quality improvement activities in accordance with the requirements of the National Safety and Quality Health Service Standards and other recognised health standards.
- 6.4 Completes mandatory training (including safety and quality training) as relevant to role.
- 6.5 Performs duties in accordance with Government, WA Health, North Metropolitan Health Service and Departmental / Program specific policies and procedures.
- 6.6 Abides by the WA Health Code of Conduct, Occupational Safety and Health legislation, the Disability Services Act and the Equal Opportunity Act.

7. Undertakes other duties as directed.

Work Related Requirements

Essential Selection Criteria

1. Good communication skills.
2. Demonstrated ability to work co-operatively in a team environment.
3. Demonstrated ability to work with little or no supervision.
4. Previous experience in the maintenance of garden and grounds.
5. Practical knowledge of gardening machinery.
6. Current "C" or "C.A" class drivers licence.

Desirable Selection Criteria

1. Previous experience in a hospital environment.
2. Basic Computer knowledge.
3. Current knowledge and commitment to Equal Opportunity in all aspects of employment and service delivery.

Appointment Prerequisites

Appointment is subject to:

- Working With Children (WWC) Check, compulsory check for people who carry out child-related work in Western Australia.
- Completion of 100 Point Identification Check.
- Successful Criminal Record Screening Clearance.
- Successful Pre-Employment Integrity Check.
- Successful Pre-Employment Health Assessment.
- Evidence of a current "C" or "C.A" class drivers licence.

Certification

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

Manager/Supervisor

Name:
Signature/HE:
Date:

Dept./Division Head

Name:
Signature/HE:
Date:

Position Occupant

Name:
Signature/HE:
Date: