



SHAPING AN  
AWESOME  
HAMILTON

# QUALIFIED GARDENER

## CUSTOMER AND COMMUNITY

### WHY WE ARE HERE

**To improve the wellbeing of Hamiltonians, we need to become the leading community-focused Council, so Hamilton's full potential can be unlocked – making it the best place to live.**

The following values - *kia urutau/adaptability*, *kia ngaawari/simplicity*, *kotahitanga/inclusiveness*, *kaitiakitanga/guardianship*, and *kia manawanui/ambition* are what make our thinking and mindset unique to Hamilton, so we need people on our team who understand that this value-driven thinking and mindset is the foundation of their performance. Our people are at the heart of everything we do.

### WHY THIS ROLE EXISTS

This position sits within the Customer and Community Group. The purpose of this group is to provide services to customers and citizens.

## WHAT YOU WILL DO

Reporting to the Parks Supervisor, as a Qualified Gardener your role is to assist with maintaining the Parks landscape garden beds around the city to the relevant contract specifications and ensuring that all work is completed in a timely manner.

Reports to	Parks Supervisor
Responsible for (total number of staff)	0
Delegation	Nil
Budget	Nil

## KEY OUTCOMES

Some of the **key outcomes** for this role include:

- Work schedules are completed to specification and on time. Audits demonstrate that areas meet or exceed standards set out in the relevant City Parks Quality documentation and the Service Level Agreement.
- No complaints are received that are due to poor customer service.
- All allocated plant, equipment and resources are maintained in a clean and tidy, useable condition at all times.
- Assist with work in the wider parks team when the need arises
- Timesheets and job cards are completed daily and are an accurate record.
- Park report forms are filled in to identify vandalism or improvements to the asset.
- Unscheduled work requests are filled in and are an accurate record.
- Spray diaries and manual work schedules are filled in on a daily basis and are an accurate record.
- Monthly schedules are filled in and are an accurate record.

## HOW YOU WILL DO THIS

Our team culture is critical to our success. It's vital everyone who joins our team is an ambassador for our values, so together we can drive the best possible outcomes for our community.

## YOUR MINDSET, SKILLS KNOWLEDGE, AND EXPERIENCE

You actively work at being the 'best version of you' and your mindset and behaviours have a positive impact on others.

## YOU BRING TO THE ROLE

- Proven leadership skills with demonstrated ability to articulate the corporate vision and take people on a change journey.
- Self-awareness that mindset is the foundation of performance and an ability to develop self and others in this regard.
- Current Full NZ drivers licence.
- National Certificate in Amenity Horticulture Level 4 or equivalent.
- Current Grow safe certificate
- Experience in the preparation and application of agrichemicals.
- Experience in setting out plants from planting plans.
- Knowledge of and previous Amenity Horticulture experience.
- Reading, writing and numeracy skills to accurately complete administrative tasks and records.
- A level of physical fitness to be able to cope with the demands of gardening work.
- Your ability to effectively operate mechanical tools of trade.
- Works consistently to complete work schedules within deadlines.
- Communicates clearly with team members and the public.
- Collaborative working style builds strong relationships with team members.
- Works well independently and collaboratively in a team environment to complete allocated tasks.
- Develops and maintains positive relationships with stakeholders.
- Remains calm under pressure.
- Passionate about Horticulture and has a great eye for detail.
- STMS TC or L1, preferred not essential.

## HEALTH AND SAFETY

- All of our people have a responsibility for their own and others health and safety. This includes following all health and safety policies and procedures,

including reporting events and hazards, and participating in health, safety and wellbeing initiatives and programmes as required.

## CIVIL DEFENCE

- Completes Civil Defence training and participates in events as required.