

Position Description

POSITION TITLE:	Landscape Installer
DEPARTMENT:	APG Landscape Construction
RESPONSIBLE TO:	Supervisor/Manager
DIRECT REPORTS:	Nil
EMPLOYMENT TYPE:	Full Time
LOCATION:	Various – North, South & Adelaide Hills
<input checked="" type="checkbox"/> National Police Check <input type="checkbox"/> WWCC <input checked="" type="checkbox"/> DCSI – Disability or NDIS Worker screening <input checked="" type="checkbox"/> Medical	

Bedford changes the lives of people with disability by building capacity, independence and wellbeing. We do this by providing a broad suite of NDIS support services including employment opportunities and social participation activities. We offer exceptional tailored services to meet individual goals, in the workplace and in the community. We build healthy relationships, foster skills to last a lifetime, and pride ourselves on providing hands-on support to plan all areas of our customer’s lives. Above all, we promote individual choice and control to empower people with disability to live fulfilled and happy lives.

POSITION SUMMARY

Reporting to the Supervisor / Manager, the position of Landscape Labourer plays a key role in performing a variety of tasks (generally physical labour) in order to assist with the completion of duties associated with commercial landscape installations.

The Landscape Labourer will be require to work with a variety of tools and equipment to carry out specified job tasks.

KEY RESPONSIBILITIES

- Champion the delivery of the *NDIS Practice Standards, NDIS Code of Conduct*, as well as the *NDIS Quality and Safeguarding Framework*
- Support employees to achieve their NDIS goals and objectives
- Assists / coordinates the supervision of others, as and when required
- Completion of landscaping duties in-line with customer contract requirements
- General landscaping duties, including planting, soil works, watering, irrigation installation, mulching and other tasks as directed by the Supervisor
- Ability to identify plant specimens
- Installation of pressurised irrigation systems
- Ensure a safe, clean and hazard-free work site
- Acquire and maintain Work Health and Safety (WHS) knowledge relevant to your workplace, and understand all operations and associated hazards and risks
- Work within a team to install various components of a commercial landscape project
- Ensure equipment is maintained in a safe, workable condition

- Perform preventative maintenance on tools and equipment
- Complete reporting or administration as required
- Provide excellent customer service to internal and external customers
- Follow compliance within the Bedford policy and procedures including the *Code of Conduct* and *Equal Opportunity Policy*
- Other duties as per the direction of the Landscape Supervisor or Operations Manager

KEY CHALLENGES

- Effectively and efficiently complete landscaping duties to a high standard and in-line with customer contract requirements
- Ability to work under pressure and meet strict deadlines
- Effectively lead by example and provide a positive environment for all team members to work within

SKILLS / ATTRIBUTES

Personal Attributes

- Previous experience working with teams and overseeing components of commercial landscape projects
- Genuine interest and passion for the industry
- Time management skills, with the ability to meet tight deadlines
- Ability to self-manage and work with minimal supervision
- Strong communication skills and ability to work as part of a team
- Willingness to undertake a range of task across the business and learn new skills
- Enthusiastic and positive approach to work
- A positive and empathetic attitude towards people with disability

Essential Skills and Qualities

- Formal qualifications in horticulture / landscaping is desirable
- Experience in safe operations and maintenance of machinery, tools and equipment
- Ability to work outdoors (in all weather conditions) and undertake heavy physical manual duties
- Construction industry White Card
- Current Drivers Licence (ideally manual transmission)
- National Police Clearance (within the last six months)
- Current DCSI or NDIS clearance

CORPORATE RESPONSIBILITIES

In accordance with current legislation specific to your job role and responsibilities, all staff are required to become familiar with and work in accordance with the *Work Health and Safety Act 2012 (SA)*, *Return to Work Act 2014* and the *National Disability Insurance Scheme Practice Standards* (the NDIS Practice Standards).

OTHER RELEVANT INFORMATION

Further information about Bedford may be found at bedfordgroup.com.au

I confirm that I have read and understood the Position Description for the position of Landscape Installer.

(Name)

Signed _____

Date _____