



Tauranga City

Job description

Title	Operator – Amenities & Horticulture
Number	TBC
Group	Community Services
Division	City Operations
Reports to	Supervisor - City Operations
Direct reports	N/A
Date	March 2024

Job holder commitment

The job holder accepts as a fundamental requirement of their employment that they must demonstrate a personal commitment to:-

- modelling organisational values at all times
- a safe and healthy work environment
- assisting Council to fulfil its Civil Defence responsibilities

At TCC we uphold the principles of Te Tiriti o Waitangi by engaging in an effective and meaningful partnership with tangata whenua. We are committed to developing our knowledge and understanding of te reo Māori, tikanga Māori, Mātauranga Māori and our partnership with tangata whenua.

Job purpose:

The primary purpose of the Operator - Amenities & Horticulture role is to keep our local CBD and shopping areas clean and tidy. This role is a hands-on position working outdoors removing litter, chewing gum, vegetation including leaves, weeds, and other debris also maintaining the public gardens of Tauranga to a very high standard.

The main work areas are the Tauranga and Mount CBD's as well as other urban areas around the city. This position follows a planned route schedule but also responds to reactive and urgent jobs when necessary.

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Key outcomes and responsibilities:

<p>Our CBD areas are well maintained and clean.</p>	<ul style="list-style-type: none"> • Remove litter, detritus, leaves, weeds, mosses and chewing gum from surface areas such as footpaths, on-street carparks, kerb and channel, street furniture, walkways, and service lanes (except traffic lanes). Removal of graffiti. Removal of waste such as vomit and dog waste. • Deliver the work you have been assigned to the best of your ability. Be adaptable as work schedules may change at the last minute due to community concerns or weather issues. • Operate a Municipal Compact Sweeper (training will be provided). • Work collaboratively with your team to get the job done. • Use the team's technology system to accurately track started and completed work including taking photos. • Consistently meet KPI's relating to quality and time.
<p>The City Operations Team is always learning and improving.</p>	<ul style="list-style-type: none"> • Attend training and development opportunities to upskill yourself on an ongoing basis. • Actively contribute to team toolbox meetings with ideas and issues. • Actively listen and learn from Foreperson/ Supervisor/ Team Leaders and your peers.
<p>The City Operations Team has a team culture that is positive, respectful, and focused on health & safety.</p>	<ul style="list-style-type: none"> • Prioritise health and safety at all times (your own, our teams and the communities). Follow health and safety guidelines and always ask if you are unsure. • Show respect and care for others. • Don't come to work under the influence of drugs and/ or alcohol or other illegal substances. • Report wrongdoing or misconduct to a leader such as miss use of TCC assets, theft, or bullying. • Use common-sense and do what is right for the community. • Show respect for TCC's assets, machinery, vehicles, and plant. • Engage with the community/public in an appropriate way. Acting as an ambassador for the TCC. • Communicate any issues or concerns with your leader as soon as possible.

Please note the job description is not an exhaustive list of requirements, the job holder will be required to perform tasks assigned to them that are not explicitly described in this document.

What we are looking for:

Essential

- Relevant experience in outdoor cleaning or janitorial work. Exposure to gardening and pressure washing is a bonus.
- Physically fit and able to work outdoors on your feet all day. Typically walking 18,000 steps per day.
- Sound technology skills, being able to use a mobile phone and learn work-based apps.
- A positive attitude and a willingness to listen and learn.
- A track record in being reliable and committed to your work.
- Full clean NZ Drivers licence.
- The ability to abide by Health and Safety guidelines at all times.
- The ability to be adaptable as the seasons and weather/ environmental conditions change.
- A solid customer service aptitude with the ability to engage with people of all backgrounds.
- Solid communication skills.
- Honesty and integrity.
- Be able to pass drug, alcohol tests and a pre-employment medical.

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Our values

Pono / Integrity

We do what we say we will do

Manaakitanga / Respect

We listen to all views and show we care

Whāia te tika / Service

We do the right thing for our community
and each other

Whanaungatanga / Collaboration

We work together and create connections