

## JOB DESCRIPTION – Gardener/Maintenance Support

<b>Bethany Christian School</b>	<b>37 Countess Street, Paralowie, SA 5108</b>
<b>School Gardener/General Maintenance</b>	<b>Full time</b>

### Reporting Responsibility

The School Gardener/General Maintenance is directly responsible to the Maintenance Manager.

### Position Statement

The school Gardener is responsible for maintaining the gardens, school green spaces and carrying out daily school site maintenance.

The school Gardener will be an active member of their Christian church community.

### General Responsibilities

The General responsibilities will be to:

- Carry out professional duties responsibly following WHS practices.
- Promote the Vision and Mission objectives of Bethany Christian School
- Be an active member of their Christian church community.
- Maintain all green spaces within the school property.
- Install and maintain gardens with awareness of sustainable water use.
- Care for the aesthetic presentation of the school green spaces.
- Assist with general maintenance work around the school as required.
- Maintain irrigation in all green spaces.
- Maintain and manage all nature play areas within the school including the ELC.
- Maintain all garden equipment and machinery, such as: mowers, trimmers, and leaf blowers.
- Carry out professional duties professionally and responsibly in a team environment.
- Attend meetings, functions and extra-curricular activities as required.
- Participate in the school's community activities.
- Support with use of the facilities out of hours as required.
- Adhere to the Bethany Christian School Policies and Procedures
- Recognize health and safety as the responsibility of every employee, taking reasonable care of self and others to comply with the school's Health, Welfare and Safety policy.

## PERSON SPECIFICATION

	ESSENTIAL	DESIRABLE
<b>Qualifications and Experience</b>	<ul style="list-style-type: none"> <li>• Certificate III or Diploma in Landscape Construction or Horticulture or relevant experience.</li> <li>• Current First Aid Certificate,</li> <li>• Mandatory Reporting Certificate and</li> <li>• Working with Children Check</li> <li>• Physical fitness and ability to work outdoors.</li> </ul>	<ul style="list-style-type: none"> <li>• Experience as a Gardener, Maintenance hand in schools or Landscaping and Irrigation.</li> <li>• Other relevant Degree qualifications that will support the outlined Job Specification such as:               <ul style="list-style-type: none"> <li>• CAD Design Software or equivalent</li> <li>• Current working with Heights Certificate</li> <li>• Heavy Machinery Certificate</li> <li>• Certificate or Diploma in a trade i.e. electrician, plumber, painter, or paving.</li> </ul> </li> </ul>
<b>Knowledge</b> (Knowledge, abilities, skills, experience)	<ul style="list-style-type: none"> <li>• Demonstrating a personal commitment to the Christian values which are fundamental to the school.</li> <li>• A good understanding of native plants that will benefit the nature areas of the school.</li> <li>• A sound understanding of irrigation automated irrigation systems.</li> <li>• Experience in using the appropriate equipment in a safe manner especially around children.</li> <li>• The ability to communicate well with appropriate contractors and suppliers.</li> </ul>	<ul style="list-style-type: none"> <li>• Knowledge of WHS requirements and other environmental regulations.</li> <li>• Sound use of computer software such as Microsoft office suite and Teams.</li> <li>• Sound knowledge in lawn and oval care.</li> </ul>
<b>Skills and Abilities</b>	<ul style="list-style-type: none"> <li>• The ability to work and develop a strong professional relationship with staff and the maintenance team.</li> <li>• The ability to be proactive in problem solving and working on solutions.</li> <li>• The ability to work independently and complete tasks in a timely process.</li> <li>• The ability to be flexible with tasks when the team require assistance.</li> <li>• The ability to work with all members of the staff.</li> <li>• A demonstrated commitment to learn improve procedures and processes that are in place.</li> </ul>	<ul style="list-style-type: none"> <li>• Experience in working in a school setting and or a team environment.</li> <li>• Experience in working with native flora that will thrive in a school setting.</li> <li>• Experience in maintaining lawns to a high professional standard.</li> <li>• Experience with landscaping, retaining walls, paving and irrigation.</li> </ul>