

POSITION DESCRIPTION

TEAM MEMBER – DRIVER, PARKS

POSITION DETAILS

Date of Position Description	July 2026
Position Title	Team Member – Driver Parks
Position Grade	3
Directorate Business Unit	City Services & Projects City Assets
Reports to	Supervisor Tree Operations
Physical Requirements Category	Category 2- Field Role with considerable Physical Requirements
Job Location	316 Victoria Road, Rydalmere (Council retains the right to alter locations should the operational need arise)

POSITION OVERVIEW

This role is responsible for delivering horticultural services that ensures Parramatta's parks and open spaces are maintained and improved to enhance appearance of the city and to promote Parramatta as Australia's next great city.

KEY RESPONSIBILITIES

Role Specific

- Assist the Team Leader to deliver all works; programs/schedules to the agreed standards.
- Drive/operate a Truck for the Parks Services teams and undertake the functions of a team member.
- Undertake inspections of parks and other facilities to ensure that Council's exposure to liability is minimised.
- Make decisions and implement work practices in line with acceptable practices of the Horticulture/Arboriculture/Green keeping, trade and industry.
- Undertake a variety of tasks required for the successful completion of the functions of the Parks Services Team, to ensure the long-term management, condition and usability of assets and facilities under the care of the team
- Adapt to changing priorities and undertake other tasks as directed, to assist other parks teams and operational areas, particularly in wet weather or other emergencies to meet community needs.
- Carry out an agreed program of works to ensure the timely and effective completion of all objectives.
- Provide feedback and input on improvements in operating procedures, programs and work schedules, including upgrading or improvements to plant, equipment, materials and tools used in the role.
- Ensure correct completion of all necessary administrative functions (electronic or paper based) associated with the role.
- Have a good knowledge of Councils software and technology as it applies to this position (Worx online (IPad)) and troubleshooting capabilities within level of responsibility.
- Display an awareness of costs and ensure operations are undertaken efficiently with minimal waste

Baseline

- Ensure that all practices are up to date with current and pertinent legislation, statutory regulations and better practice to ensure a subject-matter-expert mindset is adopted and promoted to all stakeholders.
- Promote continuous improvement and innovation in practices, optimisation of technology, procedures and recommendations with the aim of providing better service to the client base in line with the organisation's values.
- Build in performance metrics and mechanisms to identify early visibility of risks to enable mitigation approaches.
- Promote and maintain effective relationships with all external business partners including community organisations, contractors, State and Federal authorities.
- Ensure to take reasonable care of the health and safety of yourself, employees, visitors, contractors and volunteers whilst at work, and cooperate with the organisation to comply with WHS legislative obligations.
- Promote the value of diversity and inclusion in all practices, engaging with and integrating the views of others.
- Contribute to customer service and organisational effectiveness, by acting ethically, honestly and with fairness.
- Comply with Council policies, as amended from time to time.

KNOWLEDGE

Qualifications

- Hold a current NSW Truck Driver's Licence (Minimum Class MR) with related experience.
- Possession of a construction industry certificate ("White Card").
- Chemical application Chem Use AQF3
- Asbestos Awareness
- Chainsaw operation certificate desirable (essential within Tree team)
- Traffic control licence (TCR)
- Power line awareness

Experience

- Relevant experience in area of specialisation in Parks Services including use of plant

Skills

- The capacity to undertake the physical requirements of the role and area of specialisation