HUNTER RIVER AGRICULTURAL & HORTICULTURAL ASSOCIATION LIMITED

ABN: 46 487 545 901

POSITION DESCRIPTION

May 2022

JOB TITLE: Groundsman
JOB TYPE: Permanent Part time – 27 hours per week
LOCATION: Maitland Showground
SUPERVISOR: **Operations Manager**
MANAGER: Showground Manager

OVERVIEW POSITION:

The groundsperson is responsible for the good upkeep of the grounds and facilities within the showground. It is a requirement of this position that the groundsperson be available for work extended hours leading up to and during the 3 days of the Maitland Show in mid February each year.

MAIN DUTIES/RESPONSIBILITIES:

- Maintaining grounds including slashing, mulching and mowing
- Preparing grounds and buildings for the Maitland Community Markets
- Preparing grounds and buildings for the annual 3 day show
- Preparing grounds and buildings for events by external promoters
- Cleaning -internal and external buildings
- Weed control including spraying using chemicals
- Safe storage of chemicals and inflammables
- Undertake repairs and maintenance to buildings, grounds and facilities
- Remove rubbish from camping area and after events.

SKILLS & EXPERIENCE:

Qualifications:

- Current Drivers Licence
- Chemcert certificate

Experience:

- Must have experience in the safe operation of machinery and equipment including Tractor, slasher, mulcher and commercial zero turn ride on mower
- Experience as a handyman or tradesperson
- Some experience in a similar role is an advantage but not essential

Skills and attributes:

- Physically fit
- Capable of lifting heavy items
- Reliable and trustworthy
- Capacity of managing their own schedule under supervision
- Reasonable literacy and numeracy levels
- Good judgement when dealing with issues

PERFORMANCE GOALS:

- Maintaining a safety first approach to all activities and duties
- Undertaking assigned tasks to an acceptable standard within agreed timetables
- Provide good customer service (internally and Externally)
- Adherence to company policies and procedures
- Capacity to follow instructions