

Arboriculture Gardener/Arborist POSITION DESCRIPTION



Position:	Arborist
Position Number:	2170
Department:	Communities and Lifestyle
Section:	Open Spaces and Recreation
Unit:	Arboriculture and Street Scapes
Position Status:	Permanent Full Time
Classification:	Level 5 – Rockhampton Regional Council Certified Agreement 2022 – External Employees
Reports To:	Team Leader
Revised:	October 2025

General Position Statement

This position supports Council's direction by providing specialist arboriculture support and maintenance for the Region's trees and street scapes in a professional, efficient and confidential manner ensuring the development of good working relationships with all staff and the public.

Performance standards and expectations relating to this position will be detailed in the individual performance plan.

Specific Responsibilities

The successful candidate must be able to fulfil the following position responsibilities.

- Conduct tree activities including removal and pruning of street and park trees in the Region, inline with relevant legislation.
- Operate and maintain equipment including but not limited to chainsaws, polesaws, stump grinders, chippers, in a safe manner.
- Assist in the assessment of the health of street and park trees by reporting any hazards, pests or diseases to Supervisor.
- Assist in the recommendations for the removal or treatment of unhealthy and problem trees.
- Complete job sheets providing sufficient information for action on Pathways system.
- Contribute to the improved knowledge of proper tree care among staff of the Parks Section.
- Carry out specialist arboriculture treatments commensurate with skills and abilities as required by the position.
- Perform ground based arboricultural work including rope and harness support, rigging and site clean up.
- Assist in tree planting, mulching, watering and establishment of new planting in accordance with relevant legislation, policies and procedures.
- Carry out traffic management and maintain safe work zones in public spaces.

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- Carry out horticultural and arboriculture projects as required.
- Provide regular maintenance and servicing of all relevant equipment.
- May be required to supervise and/or assist lower classified officers.
- Undertake other relevant duties as directed, consistent with skills, competence and training.
- Refer matters that may impact upon the business, Council and employees to the relevant Team Leader, Supervisor/Curator, Coordinator or Manager.
- Undertake other relevant duties as directed, consistent with skills, competence and training.

Position Requirements

Your suitability for this role will be assessed against the following competencies.

Skills/Competencies

- Experience in the safe operation of plant and machinery used for all tree operations.
- Knowledge of effective pruning techniques and a range of cutting and pruning equipment.
- Demonstrated ability to perform specialised arboriculture treatments relevant to the position.
- Developing knowledge of work practices, policies, procedures and legislation relevant to the unit.
- Understanding of basic tree biology and structure relevant to arboriculture work.
- Communicate Effectively – Ability to communicate with others verbally and in writing to meet requirements of the role.
- Teamwork and Collaboration – Ability to work together with others to achieve common goals both within immediate team and teams across Council.
- Time Management – Ability to plan and organise tasks/work to meet objectives of the role.
- Problem Solving – Ability to analyse problems by gathering information and develop a solution (in line with role responsibilities) or options and make a recommendation.
- Manage Risk – Ability to identify, understand and manage risks so that work can be delivered safely and to required standard.
- Deliver Excellent Customer Service – Ability to meet customers' expectations around safety, time, cost and quality.

Qualifications

- Qualifications in Certificate III Arboriculture and demonstrated experience.
- Construction Industry Induction (White Card).
- Ability to legally operate a motor vehicle under a "MR" Class Licence.
- Operate and Maintain Chainsaws and Fell Small Trees Certificate.
- Be licenced to undertake traffic control duties as per Traffic Controller Accreditation Scheme.

Desirable Qualifications and Experience

- Qualifications in Certificate III Horticulture.
- First Aid Certificate.
- Fall trees manually Certificate or ability to gain.
- Elevated Work Platform Ticket.
- Work safely at heights certificate.
- Traffic Management Implementation.
- Ability to legally operate a motor vehicle under a "HR" Class Licence.

Behaviours

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- *Customer Service* – Ensure that you are focused on our customer/s when carrying out your responsibilities.
- *Safety* – Carry out your duties in a safe manner whilst ensuring the safety of your team members and customers, in accordance with Council's Health and Safety Duty Statements and associated safety policies / procedures.
- *Code of Conduct* – Ensure that your behaviour is aligned with the Code of Conduct.
- *Council Values* – Ensure that your behaviour is aligned with the values statement adopted by Council: One Team, Accountable, Customer Focused, Continuous Improvement and People Development.

Work Environment and Physical Demands

- This position is an outdoor role and will require the employee to carry out physical tasks which may include manual handling of up to 35kg, repetitive bending, kneeling, twisting and/or squatting.
- Should the requirement to work in confined spaces be a mandatory requirement of this role, the absence of facial hair below eye level is necessary to ensure an appropriate facial seal when using routine or emergency breathing apparatus.
- For plant operations there is a maximum seat rating for tip trucks of 120kg and Semi tippers of 150kg.

Additional Requirements

- Ability to work in an outdoor environment.
- A willingness to undertake a Functional Capacity Evaluation to satisfy the inherent physical requirements of the position.
- Provision of a satisfactory Criminal History Check - Police Certificate (Australia Wide Name Only Police Check).
- Ability to be immunised against Hepatitis A&B, Tetanus and Lyssavirus.

Delegations and Authorisations

Financial, Administrative and Corporate Delegations may be applicable to this position and are detailed in the Delegations Corporate Register.

Legislative Sub-Delegations and Authorisations may also be applicable to this position and are detailed in the external public registers. Both registers are available on Council's Intranet.

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Acknowledgement

This job description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of employees assigned to the role.

Authorised By:	Manager
Signature:	
Date:	
Employee Name:	
Employee Signature:	
Date:	

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- Manage Risk – Ability to identify, understand and manage risks so that work can be delivered safely and to required standard.
- Deliver Excellent Customer Service – Ability to meet customers' expectations around safety, time, cost and quality.

Qualifications

- Qualifications in Certificate II/III Horticulture and/or demonstrated experience in a horticultural environment.
- Construction Industry Induction (White Card).
- Ability to legally operate a motor vehicle under a "MR" Class Licence.
- Operate and Maintain Chainsaws and Fell Small Trees Certificate.
- Be licenced to undertake traffic control duties as per Traffic Controller Accreditation Scheme.

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