

Your Position

Your job	Machine Operator – Turf Kaimahi Mīhini - Pātītī
Your group	Infrastructure
Your team	Parks
Your manager	Team Leader Mowing, Nathan Wilkes
Your base	Porirua

What's most important to us

Porirua City is our place. A great place to live, work and raise a family. We want everyone to feel welcome, whether they are visiting, living or working here.

Our strategic priorities are to:

- Commit to the health of Te Awarua-o-Porirua Harbour and its catchment through investment, advocacy and regulation
- Build towards a low carbon city and proactively address the challenges of climate change
- Create thriving communities where everyone can be safe and healthy – at home, work or play
- Keep tamariki and rangatahi at the heart of our city

How we work together:

- Whakakotahi - Team up
Mā te mahi tahi e puta ai he hua ki tō tātou hapori
Together we make a difference for our community
- Mahi Atamai - Work smart
Ka whakapātari i a tātou anō kia pai ake ai ngā hua
We challenge ourselves to do things better
- Whakatinanatia - Make it happen
Mā te whakapeto ngoi, me ngā pūkenga e tutuki ai ngā whāinga
We use our energy and skills to get things done

Your team's purpose

The Infrastructure group comprises four teams: Parks & City Services, Transport, Water Services and Waste. The Group is responsible for a significant portion of the Council's customer interactions and budget spend as people work, live and play in Porirua.

The Parks team is a high performing, multifunctional team responsible for a wide range of business outputs. We provide outdoor sport, recreation and play opportunities, protect and enhance our natural environment and work in partnership with our sporting, recreation and environmental communities.

Your purpose

The Machine Operator – Turf role is to:

- Work as part of a team using ride-on mowers, weed eaters & chemicals to maintain grass and vegetation throughout the City and on sportsfields.

Who you'll be working with

Your direct reports	<ul style="list-style-type: none">• None
Your indirect reports	<ul style="list-style-type: none">• None
External people and groups	<ul style="list-style-type: none">• Members of the public and community organisations• Residents Associations• Contractors, training organisations
Internal people and groups	<ul style="list-style-type: none">• Executive Leadership Team, managers and staff at all levels of the organisation

Your responsibilities

What you'll do	How you'll do it
Operational Delivery	<ul style="list-style-type: none">• Mow all designated turf areas to a high standard and to frequencies determined by schedules and ensure checklists are completed• To be able to operate ride-on mowing machines and weed eaters• To care for and maintain to a high standard all plant and equipment under the person's control• Be available to work on sport fields when required• To work in a safe manner following WO Operational Procedures to comply with all current Health & Safety Legislation and Approved Codes of Practice• Diligently assess the work environment to identify any hazards and risks, ensuring they are appropriately managed.• Assist with any turf repair work when it is deemed necessary by the Team leader• Remove rubbish from PCC maintained land as required• Provide friendly, positive and professional customer service excellence at all times and maintain good relations with members of the public and other staff• Meet regular deadlines of all administration including time sheets, work schedules, vehicle maintenance forms, annual leave and wellness forms

	<ul style="list-style-type: none"> • To assist with occasional back-up to the tractor driver, for those that are adequately trained to do so • Carry out Eroad routine inspections on all plant • To be assigned by the Team Leader any additional tasks to ensure the effective running of the operations.
Relationship Management	<ul style="list-style-type: none"> • Establish and maintain close working relationships with internal and external stakeholders, ensuring that relationships with key stakeholders are professional, positive and constructive
Corporate Responsibilities	<ul style="list-style-type: none"> • Build commitment of our vision, strategic directions, values and services • Willingly undertake any duty required within the context of the position • Adhere to our Code of Conduct • Undertake civil defence and emergency management tasks as directed including participation in pre-event training and rostered duties during an emergency event

Your skills, experience and qualifications

It's essential that you have:	<ul style="list-style-type: none"> • Demonstrated experience and the ability to operate small plant and machinery safely and efficiently • Unrestricted New Zealand Drivers Licence • New Zealand certificate of Horticulture Level 3 Sports Turf or willing to study and work towards attaining the certification • Able to meet the physical demands of the role • Experience engaging with customers and providing excellent customer service, being friendly and approachable • Work well to schedule maintenance schedules and cycles • Able to interact well with others, being an effective team member and the ability to work independently with self-initiative • Understanding and commitment to health and safety in the workplace • Understanding and commitment to diverse workplaces • Understanding and commitment to the Treaty of Waitangi and bicultural issues
It'd be great if you also have:	<ul style="list-style-type: none"> • Class 2 Licence • Weed eating and ride on mowing experience • Chemical application experience • Tractor driving skills or experience

Last updated November 2024



Porirua City Council supports an inclusive and welcoming environment and is a member of Diversity Works.