

## POSITION DESCRIPTION

Environmental Operative  
(POS2823)

|                        |              |                     |                                      |
|------------------------|--------------|---------------------|--------------------------------------|
| <b>Directorate:</b>    | Operations   | <b>Department:</b>  | Environmental Operations             |
| <b>Position Grade:</b> | 8            | <b>Reports to:</b>  | Team Leader Environmental Operatives |
| <b>Last review:</b>    | January 2026 | <b>Next review:</b> | January 2028                         |
|                        |              | <b>Version No.:</b> | 3.0                                  |

### Position purpose:

To work as part of a team and follow directions given by the team leader in providing support to Environment Operations Coordinator and Project Officers. Carry out natural area and environment operation works relating to the reactive and ongoing maintenance of various vegetation communities, water ways, water urban sensitive design, fire mitigation and Biosecurity, Work in conjunction with contractors and other teams within Liverpool city council to protect the environment.

### Key accountabilities/responsibilities:

- 1) Ensuring that all works are carried out in line with Industry standards, within specified time, and in a professional and safe manner
- 2) Follow directions given from the Environmental Operations Coordinator
- 3) Work effectively as part of a team.
- 4) Carrying out all works as directed by Team leader in an effective and efficient manner including but not be limited to:
  - a. Planting when required
  - b. Weed removal and control through various methods (Manual, Mechanical, Chemical and Biological)
  - c. Herbicide application
  - d. Reporting and/or removal of rubbish in natural areas and (Including Trolleys, general waste and litter
  - e. Removal and disposal of waste off site (including solid waste and green waste)
  - f. Seed collection (when required)
  - g. Support Project officers in their tasks (water testing, priority weed control, pest management, fire mitigation but not limited to these tasks)
  - h. Use of relevant plant and equipment to undertake works in safe and effective manner
  - i. Installation of compliance and information signage
  - j. Pre and post fire management and mitigation works
  - k. Maintenance of rain gardens and vegetated drainage channels including weed control, brush cutting, slashing, mowing, rubbish removal and landscaping / stabilisation / revegetation.
  - l. Watering (when required) Mulching (when required) Erosion and sediment control implementation (when required)
  - m. Respond and mitigating pollution events that impact on natural areas
- 5) Implementing effective record management in relation to on-ground works this includes but is not limited to:
  - a) Documenting of on-ground works, daily activities, chemical recording, site information and data collection KPI reporting and budgeting requirements.

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- b) Data input onto spread sheets or other council systems.
- c) Archiving information and photos as required.
- 6) Completing on-ground activities in conjunction with other contractors on site
- 7) Ensure regular audit and maintenance of plant and equipment and reporting any damaged, lost or stolen items.
- 8) Effectively carry out all duties in line with safe work practices within the workforce and maintain safe work sites in line with Council's Work, Health and Safety requirements and regarding the provision of Council's safety code.

### Decisions made in the position:

- 1) Methodology of weed treatment.
- 2) Undertake all work allocated by the Coordinator Environmental operation in a safe, efficient and effective manner, using appropriate restoration ecology and maintenance techniques.
- 3) Ensure all plant, vehicles and materials under their control are used properly on the job.

### Decisions referred:

- 1) Any decision that is outside of the scope of the employee's work.
- 2) Recommendations to the Coordinator Environmental Operations about site management and methods of work/machinery that may benefit the program.

### Key issues/challenges:

- 1) Participating as an effective member of the Environment Operations team and where appropriate input on the day to day works.
- 2) Demonstrated written and oral communication skills
- 3) Understanding, establishing and assisting with the delivery of key priorities in the context of on ground works
- 4) Being flexible and able to adapt to and accommodate changes to work priorities
- 5) Contributing to the development of a team approach to the delivery of Council services

### Key working relationships:

Operations Coordinators and Project Officer

Management and other Council Staff

Members of the Public

Contractors

## POSITION SPECIFICATION

**Whilst the criteria described below is indicative of the nature of this role, for the purpose of this hiring process please only address the selection criteria listed in the job application.**

### ESSENTIAL CRITERIA

#### Qualifications/Licences

- Conservation & Ecosystem Management Certificate III or equivalent
- Class (C) Drivers Licence (or willingness to obtain)
- Accreditation and experience in chemical application handling and storage, equivalent to AQF Level 3

#### Experience

- Experience in Bush Regeneration
- Demonstrated written and oral communication skills
- Record keeping
- Ability to work as a member of a team and independently
- Ability to supervise volunteers and community groups
- Experience in native plant identification, especially the Threatened Ecological Communities of the Western Sydney Region
- The identification of weed species and their treatment by industry standard techniques
- Fire mitigation experience
- Water Urban Sensitive Design maintenance (Willing to learn)

#### Knowledge and Skills

- Familiarity with vegetation of Western Sydney, especially the Cumberland Plain
- Provide technical and practical input into tender preparation as required
- Experience in the use of computers including MS Word and Excel
- Knowledge of Work Health and Safety practices, the principles of Equal Employment Opportunity, ethical practice and multi-cultural diversity

### DESIRABLE CRITERIA

#### Qualifications/Licences/Experience/Knowledge and Skills

- Current First Aid Certificate\
- Knowledge in water urban sensitive design
- Boat Operation
- Current Class MR Drivers licence
- Chemical emergency response
- Fire Management (including pre/post works)
- Horticultural Certificate or equivalent
- Traffic control
- Chainsaw certificate or willingness to obtain this certificate

## **Our vision:**

**Aspiring to do great things – for ourselves,  
our community and our growing city.**

## **Our values:**

**Ambitious**

**Authentic**

**Collaborative**

**Courageous**

**Decisive**

**Generous**

