

 Landscape Gardener Apprenticeship

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|  **Position Description – Landscape Gardener Apprenticeship**  |
| **Purpose**Position Descriptions are written statements that clearly describe the duties or task to be undertaken and the responsibilities of the particular position. The position description also includes information about working conditions, tools and equipment used, knowledge and skills required and Work Health and Safety responsibilities. |
| **Employee Name:**  | **Date PD Issued: 13/12/24** |
| **Position: Landscape Gardener Apprenticeship**  |
| **Host Employer: Local Warrnambool Landscape Business**  | **Supervisor:**  |
| **Host Employer Address: Warrnambool region**  |
| **Westvic Staffing Solutions Apprentice/Trainee Consultant: Jacob Rhodes**  |
| **Tasks Involved:*** Paving
* Brick edges
* Plant turf
* Plant trees, bushes, shrubs, trees and flowers
* General maintenance of lawns and gardens
* Retaining wall
* Use of hand tools, lawn mowers, clippers and trimmers
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| **Work Conditions:**To work in all kinds of weather with early morning starts  |
| **Personal Requirements:*** A positive attitude, strong work ethic, and a passion for outdoor work
* Fit and able to carry out manual and heavy work
* To be able to work as a team
* Practical hands-on approach
* A commitment to personal development and completion of apprenticeship
* A committed and proactive approach to completing tasks
* Good basic communication skills (verbal and written)
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| **Qualifications and Licenses Required:*** A current Victorian drivers licence (or in process of obtaining preferably manual)
* White Card (or in process of obtaining)
* Working with children’s check (or in process of obtaining)
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| **Workplace Health and Safety:*** Follow Westvic Staffing Solutions and the Host Employer’s Workplace Health and Safety policies, procedures and

workplace instructions* Co-operate with the Employer and Westvic Staffing Solutions with respect to any action taken by the Host Employer and Westvic Staffing Solutions to comply with any requirements to provide a workplace that is safe and without risks to health
* Correctly wear and maintain items of personal protective clothing and equipment that are provided
* Take reasonable care for your own health and safety and for the health and safety of anyone else that may be affected by your actions or omissions whilst at work
* Report any incidents within the workplace to the Host Employer and Westvic Staffing Solutions without delay.
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| **Additional Information*** **Hours Per Week: 38**
* **Days per Week: Monday to Friday with occasional Saturday’s**
* **Award / Agreement: Gardening & Landscaping Services Award 2010**
* **Superannuation: 11.5%**
* **Commencement Hourly Rate: TBC**
* **Registered Training Organisation: Southwest Tafe**
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| **Copy to :  Employee  Host Employer  Main File** |

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| Position Description AcknowledgementAll parties have received, reviewed and fully understand and accept the Position Description and the tasks and conditions included within.EMPLOYEE:Employee Name: Employee Signature: Date HOST EMPLOYER:Host Employer Name: Host Employer Signature: DateWESTVIC STAFFING SOLUTIONS:Westvic Staffing Solutions Representative Name: Westvic Staffing Solutions Representative Signature: Date  |