

Ground Person

Kaupapa | Purpose

To carry out grounds maintenance and assist with ground planning for EIT | Te Pūkenga Hawke's Bay area.

Reports to: Grounds Team Lead

Team: EIT Facilities

Remuneration: Grade 2

Date: April 2024

Ngā Hononga Mahi | Working relationships

Internal: Facilities Maintenance Staff
Health and Safety Officer
Planning Officer
EIT Te Pūkenga Staff
EIT Te Pūkenga Students
General Public

External: Campus Visitors and Contractors

Ngā mahi | Do

- Assist with the development of a long-term plan for EIT Hawke's Bay Campus grounds in consultation with the Facilities Manager.
- Carry out maintenance of EIT Te Pūkenga Hawke's Bay Campus and Student Village grounds to an agreed standard.
- Maintain an appropriate fertilizer, pest and weed control program for EIT Te Pūkenga Grounds.
- Maintain EIT Hawke's Bay grounds to an agreed standard.
- Assess plant health and condition and take appropriate action as required.
- Control weeds in all garden areas.
- Control pests and diseases and fertilize grounds and gardens as required.
- Maintain and operate the irrigation systems.
- Control rubbish and leaves around the grounds.
- Prune shrubs, trees, hedges.
- Assist with the Campus green waste composting process as required.
- Carry out duties with due regard to the health and safety of EIT staff and students.

- Take all required safety precautions when applying sprays and fertilizers and operating equipment.
- Assist other EIT Facilities Maintenance Team Staff as required.
- Liaise and communicate effectively and appropriately with relevant individuals and groups within EIT.
- Carry out grounds maintenance activity to cause the least possible disruption to Campus users.
- Positively promote EIT and Te Pūkenga.
- Action work requests in a timely fashion to agreed quality standards.
- Develop positive working relationships with colleagues and customers across all campuses.
- Participate in staff development opportunities as agreed with the Facilities Manager.
- Undertake other duties as agreed with the Facilities Manager.

Demonstrate commitment to:

Te Tiriti o Waitangi. Through our developing understanding of our obligations and our connection with Te Tiriti o Waitangi as both individuals and as an organisation.

Ākonga at the Centre. Through prioritising the experience, wellbeing, and success of our ākonga in our decision-making process.

Equity. Through recognition, empowerment, and inclusion we can give greater acknowledgement of the unmet needs of Māori, Pacific and disabled ākonga and their whānau.

Vocational Education and Training Excellence. Through quality provision for all ākonga, meeting the regional needs of employers and communities.

Pūkenga | Have

- Recent and relevant practical experience in all areas of grounds maintenance, including use of a range of machinery and hand tools.
- Experience with the safe storage and use of horticultural chemicals.
- Basic mechanical knowledge to service and maintain grounds equipment.
- Able to assist with producing and maintaining a grounds maintenance plan.
- Excellent interpersonal and communication skills.
- Ability to work independently, plan work schedules and use initiative.
- Ability to relate to a wide range of people.
- An understanding and appreciation of quality customer service.
- Empathy with and appreciation of Maori language and culture.
- Common sense and a positive attitude.
- Contribute willingly to the efforts of the Facilities Maintenance Team.
- Demonstrated organisational skills.
- Relevant qualifications in horticulture desired.
- Current Grow Safe Certificate essential.
- Valid full driver's license essential – ability to drive manual cars.

Waiaro | Be

Authentic and Inclusive: Promote an environment of inclusion and authenticity, where all contributions are valued. Be courageous disrupt inequities for all, including Māori, Pacific and disabled peoples. Hold the conviction that meaningful partnerships with Māori/iwi will contribute to progress for all.

Connected: Integrate waiora-sustainable thinking into your everyday mahi, meeting the needs of the present, without compromising our ability to meet our needs for the future.

Collective: Maintain a focus on results and delivery to build a sustainable, world class, vocational education and training network. Lean into transformation, challenge the status quo and choose courage over comfort to create better results for EIT Te Pūkenga, employers, ākonga and their whānau.

Self-Awareness: Accept change with confidence, understanding how to create the conditions you and others need to thrive. Demonstrate humility, be reflective and self-aware, always seeking to grow personally.

Ako: Hold lifelong learning as vital in connection, hauora, and continuous improvement both personally and professionally. No matter your role, recognise your mahi contributes to making a positive difference for our ākonga and their whānau, and their ability to create thriving communities. Recognise Te Tiriti o Waitangi as a powerful mechanism for taking positive action in Aotearoa, and a pathway to achieve equity for all.

Mana tāngata: Contribute to a connected, creative, compassionate workplace, where teams are committed to growth, learning and achieving our shared purpose. Contribute to maintaining a safe environment for learning and development, in all you do, including Te Tiriti, equity, academic and professional excellence. Recognise kaimahi and whānau wellbeing are interconnected, when we support personal and professional growth we contribute to Te Oranga/participation in society.