

POSITION DESCRIPTION

Position Title:	Sports Field Technician		
Reporting to:	Supervisor		
Direct reports: Indirect reports:	0	Location:	South Waikato
Date created:	19 September 2024	Date last updated:	27 May 2025

About Us | Mō Mātou

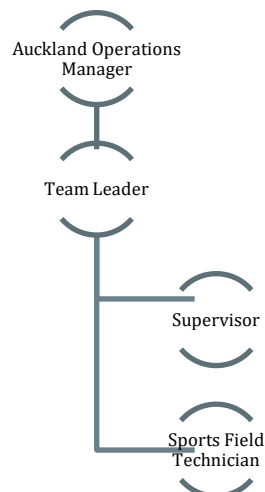
Citycare Property builds, operates, maintains, and renews Social Infrastructure and our purpose is to **enhance the wellbeing of our communities** through our shared values of **We Discover, We Deliver, and We Care**. Citycare Property operates in multiple locations throughout Aotearoa (New Zealand) and employs approximately 700 kaimahi (employees).

Towards 2030 is Citycare Property's strategy that defines the ideal future state of our business and provides the detail to secure and optimise that future state. The strategy is built around five strategic priorities called the **"High5"**. These five priorities provide clear direction on what will matter most in our business through to 2030. They enable Citycare Property to focus investment (time, money and resources), decision making, and action on a clearly defined strategy that is all-encompassing and interlinked in creating value for our shareholder, customers, employees and the wider community.

Primary Focus | Te Arotahi Matua

To assist Citycare Property Sports field team carrying out Sports field renovations operating different implements on Sports field surfaces operated in community and recreational areas owned by the Council.

Your Team | Tō Kapa



Key Accountabilities | Ngā Kawenga Takohanga

contributing to the "Toward 2030"	<ul style="list-style-type: none"> Decisions and actions taken are made in alignment with Citycare Property's strategic priorities:
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Strategy through the “High5” priorities	<ol style="list-style-type: none"> 1. We are for Social Infrastructure 2. We are a Good Kiwi Company 3. People and Their Safety are at the Heart of Everything We Do 4. We deliver a World-Class Service 5. We Build, Operate, Maintain, and Renew.
Key Tasks	<ul style="list-style-type: none"> • Inspect work area for hazards. • Undertake pre-operational checks of vehicles and equipment (check batteries are charged). • Set up each individual machine correctly to complete the task. Make sure implement is attached correctly and fit for purpose. • Make sure tractor and implement are safely secured to transporter or trailer. • Mark out In Ground Sprinklers and valve boxes and special areas with dazzle spray paint prior to starting (If required) • Check grass height is appropriate for field type and season, or call your supervisor if mowing needs to be done prior to carrying out renovation work. • Required to assist Sports field team in mowing and marking of fields when required. • During busy periods of work overtime will be required. • Complete timesheets and Run sheets on time. • Assist other team members • Maintain vehicles as required • Cleaning of equipment.
Organisational Citizenship	<ul style="list-style-type: none"> • Upholds and exemplifies Citycare Property’s Values every day. • Honours the principles of Te Tiriti o Waitangi and actively promotes cultural diversity and inclusion within the business and our activities. • Undertakes all requirements for training and development in tikanga Māori, te reo Māori, Mātauranga Māori, and Te Tiriti o Waitangi to ensure that the cultural confidence of the business unit is aligned to business expectations. • Participates in the implementation of sustainability and environment initiatives within the business. • Upholds and complies with approved Citycare Property’s policies, plans, and programmes. • Undertakes all personal development and competency training to stay current and able to deliver changing requirements of the role. • Works collaboratively with other professionals (internal and external), ensuring the sharing of knowledge and experience. • Takes all practical steps to ensure communication to kaimahi and outside agencies is professional, timely. and supports the best interests of the business. • Establishes and maintains credibility and respect by building strong working relationships across the business. • Develops and supports colleagues, being quick to identify and problem solve any issues.
Additional Duties	<ul style="list-style-type: none"> • Any other duties of a similar type, as required by the Employer. • From time to time, it may be necessary to consider changes to the key accountabilities of this position so that we are able to adapt to changes in our business environment.

Health, Safety and Wellbeing | Te Whare Tapa Whā

All kaimahi are responsible for and required to:	<ul style="list-style-type: none"> • Be personally responsible for your own and others’ Health, Safety and Wellbeing at work. • Promote and participate in Health, Safety and Wellbeing, maintain a safe workplace, and ensure that all equipment is always used in a safe and correct way. • Be familiar with Health, Safety and Wellbeing procedures. • Always establish and insist upon safe methods and safe practices. • Report all hazards, incidents, and injuries (including near miss incidents) according to procedure and within specified timeframes. • Refuse to do work if you deem it to be unsafe and notify relevant people accordingly.
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All People leaders are personally accountable for:	<ul style="list-style-type: none"> Managing the Health, Safety and Wellbeing performance of work areas over which they have control, ensuring all work is performed in a safe manner and in a safe environment. Ensuring all kaimahi and contractors understand and accept their responsibility to promote a safe and healthy workplace. Ensuring Health, Safety and Wellbeing requirements are always adhered to, including ongoing assessment, training, and recording of kaimahi competencies. Ensuring all new kaimahi and temporary kaimahi are adequately supervised and trained to reduce the risk of injury, accident, or incident. Continuing their own development and management competence to deliver Health, Safety and Wellbeing requirements.
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Key Relationships | Ngā Hononga Matua

Internal	<ul style="list-style-type: none"> All Citycare Property kaimahi including: <ul style="list-style-type: none"> Delivery Manager Divisional Managers (BM, OSM, Sub-Contractors) Minor Capital Works Team Operational Staff Support function staff, including Finance, Administration, People. Other Divisional and Branch Staff as required.
External	<ul style="list-style-type: none"> Customer(s). Facilities Management. Tenants. Subcontractors. External Suppliers. General public and business affected by contractors. Specialist external consultancies and provider. Professional bodies. Industry stakeholders. Other miscellaneous stakeholders and supplier

Qualifications | Ngā Tohu Mātauranga

Essential	<ul style="list-style-type: none"> Full Class 2 Licence
Ideal	<ul style="list-style-type: none"> Relevant qualification or training in turf management First Aid Certificate

Experience | Ngā Pukenga

Essential	<ul style="list-style-type: none"> Practical experience in the use of small plant equipment (i.e., mowers, blowers, Verti Drain, Sand Spreader, Under-Sower and various tractor mounted implements) Proven Health and Safety training and experience
Ideal	<ul style="list-style-type: none"> Relevant qualification or training in turf management First Aid Certificate

Agreement | Whakaaetanga

I have read and understood this position description and, by signing below, accept and agree to deliver these responsibilities.

Signed by Kaimahi (Employee):

Date:

Signed on behalf of the Employer:

Date:

Disclaimer | Te Whakakape

This position description serves to provide an overview of the primary responsibilities inherent in this role. It also provides a summary of how this position collaborates with other roles within the organisation. It is acknowledged that to remain current, regular amendments will be required. This is to be coordinated in association with the relevant Leader and the Head of People.

This document will be supported by the development of a performance agreement which will be drafted by the incumbent in association with their Leader to provide clear goals and objectives, against which individual performance will be managed.