

Position	Groundskeeper / Maintenance Officer
Date effective	May 2018
Conditions	Lutheran Services (QLD) Aged Care Enterprise Agreement 2017 Support Worker Level 1

Who we are:

Lutheran Services is a respected not-for-profit organisation providing services in the fields of aged care, disability, family support, youth support and chaplaincy in Queensland. Lutheran Services provides quality and contemporary support and accommodation for older people, youth and their families, people living with disability or mental illness, and families experiencing domestic violence and hardship.

Our philosophy and vision

Lutheran Services exists to serve. Delivering the best in service, care and accommodation while making a meaningful contribution to communities is at the core of what we do.

Our values

- Offering grace and hope
- Delivering faithful service
- Respecting the dignity of the people we serve
- Fostering a committed and innovative culture
- Securing a sustainable future

Purpose of the role

To contribute to high quality maintenance and grounds keeping services.

Reporting relationships

The Maintenance Officer reports to the Maintenance Team Leader.

Qualifications/Experience*Essential*

- Previous experience in commercial maintenance and grounds keeping
- Possess an understanding of the customer focus in maintenance and grounds keeping services
- Australian Driver's license (manual)

Desired

- Relevant Trade Qualifications

Legislative/policy requirements

All employees must have a current National Police check and will be required to provide proof of working rights. The incumbent will be required to provide medical information relevant to this position by submitting to a pre-employment medical and be deemed fit by Lutheran Services Chief Medical Officer.

Roles and responsibilities

Within the policies established by Lutheran Services and working in collaboration with relevant managers and employees, the occupant of this position will:

- Undertake day to day operations of the maintenance department in line with schedule of works;
- Undertake projects and building and maintenance works as directed;
- Monitor supplies of chemicals and equipment.
- Maintain the gardens and grounds within the service;
- Ensure equipment and garden materials are utilised in a responsible and safe manner;
- Undertake other related duties as directed.

NOTE: This position statement is not intended to be all-inclusive. Employees may perform other related duties as negotiated to meet the ongoing needs of the organisation.