POSITION: Grounds

The Central Coast Hockey Park is the home of hockey for men, women and juniors on the Central Coast. The visual impact of the complex should showcase the amount of work and care taken by those involved.

QUALIFICATIONS

The successful applicant should have an advanced knowledge of the use of ride-on mowers, brush cutters and other power driven gardening tools and be aware of the Occupational, Health and Safety issues relating to the use of these tools.

Duties include but are not limited to the following:

THE GROUNDS

Maintain all grassed areas of the complex to a suitable standard. This will involve mowing, weed control and keeping all edging in good order. ONLY areas within the surrounding boundary fence of the complex and the marked car park can be mowed. The complex is situated in an endangered ecological area. All precautions must be taken to protect the areas outside the hockey field’s boundary fence.

THE BUILDINGS

Maintain the buildings on site to a suitable standard. This will involve cleaning the windows in the COLA area and keeping clean the floors in the COLA and breezeway and reporting of any damage.

Clean the toilets and change rooms, refill the toilet rolls, hand towels and liquid soap as required.

RUBBISH REMOVAL

All bins around the complex should be checked and emptied weekly into the commercial bins and the bin liners replaced. The Maintenance person is responsible for contacting commercial bin company for the bins to be emptied.

Contact the canteen purchasing officer for the ordering of bin liners, liquid soap and toilet and paper hand towels when required

REPORTING

When building maintenance is required, contact Director of Complex for approval of works.

A report on the month’s work is due on the last day of each month and should be forwarded to Director of Complex including any claims for ‘out-of-pocket’ expenses, including receipts.

ACCESS

The appointed person will be given a ‘master’ key that will give access to the areas required, including the containers. A security pin will be allocated to access the main building.

The Maintenance person is responsible to lock and secure access to the building via the security code and all gates, when leaving the complex.

EQUIPMENT AVAILABLE

· 1 x John Deere ride-on mower

· 1 x Stihl petrol blower

· 1 x petrol brush cutter

OUT-OF-POCKET EXPENSES

The following items will be reimbursed at the end of each month when attached to the monthly report.

· Fuel for gardening tools

· Items purchased on approval from Director of Complex

TERM

12 months from 1st January to 31st December

TERMINATION

One week’s notice by either party is required for termination of this role.

HONARAIUM

The successful applicant’s proposed package will be discussed with relation to the paid proportion and overall financial gratuity offered by Central Coast Hockey.

Nominations close Friday December 8th, 2023.

Nominations to be emailed to: facilities@cchockey.org.au

Please include a brief current resume.

Regards,

Scott Cumming

Central Coast Hockey

Director Of Complex

Mob: 0474 806020

facilities@cchockey.org.au