

Position Description

Position title:	Works Officer – Playgrounds
Position number:	New
Group:	Infrastructure and Natural Assets (Operations)
Reports to position title:	Technical Officer Parks and Community Facilities
Number of direct reports:	☐ Nil ☒ 1 - 3 ☐ 4 - 6 ☐ 7 - 9 ☐ 10 +
Range or classification:	Pay Point 13 - 18
Approved:	October 2026

About the Group

The Infrastructure and Natural Assets Group is responsible for leading and managing Council's infrastructure and natural asset programs to support a safe, sustainable and well-served municipality. The Group oversees the planning, delivery and renewal of infrastructure assets, provides sustainable waste and stormwater management services, and plays a key role in protecting and enhancing the City's natural environment. Through responsible asset stewardship and forward planning, the Group ensures infrastructure and natural assets continue to meet community needs now and into the future.

About the Team

The Operations Team plays a vital role in delivering the work of the Infrastructure and Natural Assets Group by undertaking the on-the-ground construction, maintenance, and management of council's infrastructure and natural assets. This includes maintaining roads, parks, stormwater systems, and public spaces, supporting sustainable waste operations, and ensuring that community assets remain safe, functional, and well-presented.

About the Role

The Works Officer - Playground Facilities plays a key role in maintaining Council's playgrounds, to a safe, functional and high standard. This position supports the delivery of affordable and accessible recreational spaces by undertaking maintenance activities that enhance the appearance, usability and enjoyment of community assets for residents and visitors.

Key Responsibilities

1. Coordinate the maintenance, safety and compliance of Council playgrounds, play equipment, parks and associated facilities, ensuring assets meet relevant Australian Standards, risk management requirements and community expectations.
2. Coordinate and undertake routine, operational and annual playground inspections, condition assessments, compliance activities and audit requirements in accordance with Council procedures, legislative requirements, recognised industry standards and RoSPA Level 2 playground inspection principles and practices, implementing corrective actions arising from inspections, audits and compliance reviews.
3. Monitor playground asset condition by identifying, prioritising and facilitating the rectification of defects, hazards and compliance issues, while maintaining accurate asset, inspection, maintenance and remedial works records to support compliance, risk management and asset decision-making.
4. Coordinate and supervise specialist playground contractors and minor contract works, ensuring inspections, maintenance, repairs, installations and associated plant and equipment activities are undertaken safely, efficiently and in accordance with specifications, compliance requirements and Council standards.
5. Support the development, implementation and review of playground inspection, maintenance and renewal programs, including responding to audit and compliance findings, providing technical advice and recommendations, and contributing to the continuous improvement of playground management, inspection and compliance practices.
6. Investigate and respond to playground-related customer requests, incidents and safety concerns, ensuring appropriate actions are implemented, documented and communicated.
7. Comply with legislation and organisational policies, standards procedures to support safe, consistent and effective work practices.
8. Follow safe work practices and proactively report hazards and incidents.
9. Deliver services efficiently while maintaining professional, courteous and customer-focused interactions that support positive experiences and organisational standards.

10. Maintain required role capability by proactively developing skills and knowledge, working collaboratively with others to support team effectiveness, contributing to improvement initiatives and adapting positively to change and ways of working.
11. Carry out other duties appropriate to skills and training.

Selection Criteria

Essential

1. Certificate III in Parks and Gardens, Horticulture, Asset Maintenance, Construction or a related discipline, or demonstrated equivalent experience in playground inspection, maintenance, parks maintenance or a similar field.
2. RoSPA Level 2 Playground Inspection qualification (or willingness to obtain) and demonstrated knowledge of playground safety requirements, Australian Standards relating to playground equipment and surfacing, and risk management principles.
3. Demonstrated experience undertaking playground or similar asset inspections, condition assessments and maintenance activities, including the ability to identify, assess, prioritise and rectify defects, hazards and compliance issues in a timely and effective manner.
4. Demonstrated ability to plan, prioritise and complete inspection and maintenance programs within required timeframes and established service standards.
5. Demonstrated experience operating and maintaining plant, tools and equipment relevant to playground, parks and open space maintenance activities.
6. Well-developed written and verbal communication skills, including the ability to maintain accurate inspection records and communicate effectively with contractors, staff and members of the public.
7. Demonstrated ability to work both independently and as part of a team, with a positive attitude and commitment to appropriate workplace behaviours.
8. Demonstrated problem-solving skills and the ability to make sound decisions when responding to maintenance, operational and safety issues.
9. Sound understanding of workplace health and safety requirements and a commitment to safe work practices.
10. Current driver's licence and construction industry white card.

Desirable

11. Experience in playground inspection, compliance assessment and maintenance of playground equipment and impact-attenuating surfacing.

12. Experience using asset management, maintenance management or inspection recording systems.
13. Current Chemical Handling Certificate (or equivalent accreditation).

Authority and Delegations

The officer is to perform all duties in an authorised manner and within the scope of responsibility necessary to carry out those duties, as specified by this position description and in accordance with any applicable appointment, authorisation or delegation provided by the Chief Executive Officer.

- Delegations/Powers of entries apply to this position.

Pre-Employment Requirements

Child and Youth Safety

Council is committed to the safety and wellbeing of children and youth while enabling their participation as a valued member of our community.

We have zero tolerance to child or youth abuse or harm. You are obligated to prioritise the safety of children and youth you interact with in the performance of your role and to report conduct of concern. For further information, please refer to our Safeguarding Children and Youth Policy and Code of Conduct available on our website, and the *Registration to Work with Vulnerable People Act (Tas) 2013*.

- A Registration to Work with Vulnerable People (Tas.) is not required.

National Police Check

- A current National Police Check is required for this position to assess the suitability of the preferred candidate. Appointment to the role is subject to the results of the check, and candidates whose history is deemed unsuitable will not be offered employment.