



Employment Application Pack

Position Title:	Plant Operator - Horticulture
Vacancy Reference Number:	VRN25/26-086
Department:	Executive Services
Location:	Biloela
Employment Status:	Full Time, Maximum Term
Remuneration:	\$72,055.49 per annum Level 6 LGIA Stream B
Recruitment Commence	29 January 2026
Recruitment Closes:	12 February 2026

TO APPLY

Submit the following documentation via email or in person:

- Application for Employment
- Cover Letter
- Resume
- Copies of any relevant Qualification/Tickets/Licences are not required – please include details in the application form.

Your Cover Letter should outline qualifications, education and licences as well as abilities, skills and knowledge found on page two of the Position Description. Ensure you provide relevant examples where you have demonstrated your ability to perform the duties and responsibilities required in the Position Description.

Email: enquiries@banana.qld.gov.au

In person: Banana Shire Council Admin Office, 62 Valentine Plains Road, Biloela

BANANA SHIRE COUNCIL APPLICATION FOR EMPLOYMENT

APPLICANT DETAILS							
POSITION APPLYING FOR: Plant Operator - Horticulture					VRN25/26-086		
FAMILY NAME:					GIVEN NAME(S):		
TITLE: <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other _____							
MAILING ADDRESS:					MOBILE NO:		
POSTCODE:					TELEPHONE NO:		
EMAIL ADDRESS:							
IN ORDER FOR BANANA SHIRE COUNCIL TO MONITOR ITS ADVERTISING, COULD YOU PLEASE INDICATE WHERE YOU SAW THIS POSITION ADVERTISED?							
<input type="checkbox"/> Facebook		<input type="checkbox"/> SEEK		<input type="checkbox"/> LinkedIn			
<input type="checkbox"/> Newspapers _____		<input type="checkbox"/> Posters/Mail outs		<input type="checkbox"/> The Australian Local Government Job Directory			
<input type="checkbox"/> Banana Shire Council Website		<input type="checkbox"/> On-Line (Please specify website) _____					
ELIGIBILITY TO WORK IN AUSTRALIA (Originals must be presented upon, or prior to, commencement of employment as requested by Council)							
Are you an Australian/New Zealand citizen or Permanent Resident? Yes <input type="checkbox"/> No <input type="checkbox"/>							
If no, do you have a working visa? (Please specify type) Yes <input type="checkbox"/> No <input type="checkbox"/>							
LICENCES (Originals must be presented upon, or prior to, commencement of employment as requested by Council)							
Class of Licence:	<input type="checkbox"/> Car (C)	<input type="checkbox"/> LR	<input type="checkbox"/> MR	<input type="checkbox"/> HR	<input type="checkbox"/> HC	<input type="checkbox"/> MC	<input type="checkbox"/> RE/R
<input type="checkbox"/> Open <input type="checkbox"/> Provisional <input type="checkbox"/> Learners							
Licence issued in	<input type="checkbox"/> Queensland		<input type="checkbox"/> Another State/Territory		<input type="checkbox"/> Another Nation		
PLANT OPERATOR TICKETS (Originals must be presented upon, or prior to, commencement of employment as requested by Council)							
Please list the current Plant Operator Tickets you possess (Please provide details on a separate sheet if necessary):							
BLUE CARD (Originals must be presented upon, or prior to, commencement of employment as requested by Council)							
Do you possess a Blue Card issued by the Commissioner for Children and Young People and Child Guardian? <input type="checkbox"/> Yes <input type="checkbox"/> No							
WHITE CARD (Originals must be presented upon, or prior to, commencement of employment as requested by Council)							
Do you possess a White Card (QLD General Safety Induction [Construction Industry] Certification)? <input type="checkbox"/> Yes <input type="checkbox"/> No							
QUALIFICATIONS (Please provide details on separate sheet if more than one Qualification is held)							
Level of Qualification: <input type="checkbox"/> Masters <input type="checkbox"/> Post Graduate <input type="checkbox"/> Degree <input type="checkbox"/> Diploma <input type="checkbox"/> Certificate/Trade <input type="checkbox"/> School							
Course Name:					Year Qualification Obtained:		
Educational establishment where qualification attained: <input type="checkbox"/> University <input type="checkbox"/> TAFE <input type="checkbox"/> Other Training Centre <input type="checkbox"/> School							
Name of Establishment: _____ Country (If outside Australia): _____							

REASONABLE ADJUSTMENTS

Should you be shortlisted, are there any considerations that Council need to be aware of to make reasonable adjustments? Yes ☐ No ☐

If yes, please state details:

WORK RELATED REFEREES

Name: _____ Mobile phone No : _____

Organisation: _____ Business phone No: _____

Name: _____ Mobile phone No : _____

Organisation: _____ Business phone No: _____

EMPLOYMENT HISTORY (Mandatory)

Employer	Length of Service	Year Completed Service	Summary of duties	Business phone no.

I hereby grant Banana Shire Council Human Resource Business Partner permission to contact the Payroll department of the above mentioned Employer to confirm the following;

1. Length of Service
2. Position Title held at time of resignation

PERMISSION/DECLARATIONS

- To avoid any potential conflict of interest in appointing an independent interview panel, please advise if you have an association with or connection to current members of staff. Note: this information is confidential and will only be used to select an independent interview panel.

☐ Yes ☐ No

If yes, please indicate persons you have an association with: _____

- I certify that all answers and statements on this Application Form and any attachments thereto are true and complete to the best of my knowledge. I understand that, should I provide untruthful or misleading information, this application may be rejected or my employment with Council subsequently terminated.
- I agree to complete the Health Declaration Form and agree to a medical examination with Council's medical practitioner if required by Council.
- I authorise Council to conduct Police Search checks for any offences that may be recorded against me. I understand that an adverse result may affect my employment or potential employment opportunities with Banana Shire Council.
- I authorise Council to contact my listed referees and the Employer's Payroll Department for employment purposes only.

Name: _____ Signature: _____ Date: _____

PRIVACY COLLECTION NOTICE:

The personal information gathered by Banana Shire Council on this form is for recruiting purposes only and will not be used for any other purpose or given to any other party unless you have consented or Council is required or authorised by law to do so.

Thank you for applying for this position. Council welcomes copies of supporting documentation and your resume, however original documents and presentation folders will not be returned

Please outline your licences, tickets and qualifications that relate to this position:

[illegible]

Please outline your experience performing labouring duties:

[illegible]

Please outline your experience working in a team environment under minimal supervision:

[illegible]

Please explain how you have participated in workplace training in the past:

[illegible]

Please outline the WH&S and Equal Employment Opportunity practices that you believe would be relevant to this position:

Plant Operator – Horticulture POSITION DESCRIPTION

POSITION DETAILS

Position Title:	Plant Operator – Horticulture		
Classification:	Level 6	Position Status:	Full Time, Maximum Term
Employment Conditions:	Queensland Local Government Industry Award (Stream B) – State 2017 Banana Shire Council Certified Agreement 2024		
Department:	Executive Services	Location:	Biloela
Reports to:	Project Manager – Smoky Creek Horticulture Project	Number of reports:	0

ABOUT COUNCIL

Our Vision

“Shire of Opportunity”

To improve the quality of life for our communities through the delivery of efficient, effective and sustainable services and facilities.

Our Mission

Our Council is committed to promoting and striving for continuous improvement in all that we do, for the benefit and growth of the whole of our Shire.

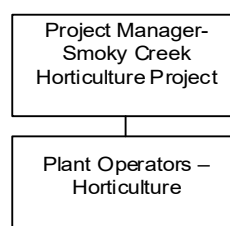
Our Values

- Advocacy for our people
- Effective and responsive leadership
- Integrity and mutual respect
- Honesty, equity and consistency in all aspects of Council’s operations
- Quality of service to our citizens
- Work constructively together, in the spirit of teamwork
- Sustainable growth and development

GENERAL POSITION INFORMATION

Provide skilled plant operation and high-quality horticultural and vegetation services to support project-based works, including vegetation clearing, tree transplanting, large-scale planting, irrigation installation and maintenance. This role contributes to the delivery of major projects by operating plant and equipment safely and effectively, completing horticultural tasks to specification, and meeting Council policies, environmental requirements and industry standards.

ORGANISATIONAL REPORTING ARRANGEMENTS



DUTIES AND RESPONSIBILITIES

- Deliver high-quality vegetation and horticultural services across project sites, ensuring works meet environmental, safety, and legislative standards
- Safely operate and maintain civil and horticultural equipment such as backhoes, loaders, trucks, skid steers, trucks, chainsaws, brush cutters, and hand tools
- Assist with vegetation clearing, ground preparation, mulching, and site establishment for project works
- Read and interpret project plans, planting schedules, irrigation layouts, and basic site instructions
- Assist with setting up, maintaining, and monitoring temporary and permanent irrigation systems
- Prepare planting zones and work areas using both plant and manual tools
- Undertake planting, transplanting and establishment works in accordance with project specifications
- Carry out watering, weeding, fertilising, and pest/weed control as required
- Maintain tidy, safe work zones including removal of debris, green waste, and general site cleanup
- Participate actively in toolbox talks, and team meetings
- Contribute to the promotion of the image of the Council and the maximisation of good public relations
- Liaise with clients, other Council staff, the public, consultants, utility and government authorities in the performance of duties including providing and obtaining information
- Undertake routine administrative tasks as required by the position e.g. Timesheets
- Assist senior staff to continuously improve work processes and develop new practices as required
- Participate in training, exercises and response to disaster management and recovery as required
- Undertake other relevant duties as directed, consistent with skills, competence and training.

QUALIFICATIONS, EDUCATION AND LICENCE REQUIREMENTS

Compulsory

- Certificate III in Horticulture, or equivalent
- Civil Construction – Operator Backhoe (LB) Competency
- Qld General Safety Induction (white or blue card)
- Queensland Class 'MR' driver's licence.

Desirable

- Agricultural Chemical Distribution Control ticket (ACDC).

ABILITIES, SKILLS AND KNOWLEDGE REQUIRED

Compulsory

- Demonstrated experience performing capital works and high profile horticultural and maintenance activities
- Ability to operate and maintain relevant plant and equipment
- Good literacy, numeracy and oral communication skills together with demonstrated ability to work in a team environment and autonomously under minimal supervision
- Good understanding of and commitment to EEO and WHS principles and practices.

CORPORATE OBLIGATIONS

The Employee agrees to comply with the following:

- Workplace Health and Safety policies and procedures
- Customer service standards
- Council's Code of Conduct
- Environmental and Sustainability policy and procedure
- Human rights legislation, actively promoting its principles in all activities
- Human Resources policies and procedures
- Financial Management policies and procedures
- Records Management policies and procedures
- Disaster Management policies and procedures.

SPECIFIC CONDITIONS/REQUIREMENTS

- The employee acknowledges that this role requires them to hold and maintain a minimum of a class 'MR' driver's licence and that the loss of licence may jeopardise employment with Council
- The employee acknowledges that this role has been identified as requiring extended work periods and agrees to work 10-hour shifts as rostered to meet operational and project needs. The employee understands that these hours will be managed in accordance with Council's fatigue management procedures, relevant industrial instruments, and applicable workplace safety legislation.

ACKNOWLEDGEMENT

This position description outlines the responsibility level of the role and the general nature of work to be performed in this role. Your Supervisor will facilitate training and provide guidance on the specific requirements of the role. By signing this document you understand this and commit to the corporate obligations and specific conditions/requirements of the role as listed above and understand that failure to comply may jeopardise your employment with Council.

Name:

Signature:

Date: