



## Groundskeeper (full-time)

Founded in 1866 by Saint Mary MacKillop and Fr Julian Tenison Woods, the Sisters of Saint Joseph of the Sacred Heart operates as a registered charity with central offices in Sydney, regional offices across Australia, New Zealand and Ireland and a presence in some other countries.

We currently have an opportunity for an experienced Groundskeeper to join us in St Joseph's Kensington on a full-time basis, working Monday to Friday. The purpose of this role is to undertake gardening and maintaining the grounds at the Kensington Convent as well as some of the other properties in surrounding areas.

We are looking for someone who has experience working in a similar role. We offer a role within a caring environment as part of a small and dedicated team.

All staff are expected to act in a manner consistent with the ethos and mission of the Sisters of Saint Joseph.

Applicants are encouraged to read our Child Safeguarding Commitment Statement which is contained on the SOSJ website under the heading of 'Safeguarding'.

We are committed to improving employment opportunities for Aboriginal and Torres Strait Peoples and welcome applications from Aboriginal and Torres Strait Islander descent.

### **KEY RESPONSIBILITIES:**

- Mow and irrigate lawns and trim hedges
- Propagate and prune plants and shrubs and control weeds
- Mulch and fertilise garden beds in line with best practice
- Pickup and dispose of garbage and ensure that communal areas are tidy and well maintained
- Undertake preventive maintenance to garden equipment
- Maintain equipment and undertake minor repair and maintenance jobs
- Assist with special projects and support other workers as required from time to time

### **ESSENTIAL SKILLS AND EXPERIENCE (SELECTION CRITERIA):**

- Demonstrated knowledge of gardening and previous experience in a similar role.
- Understanding of plants, plant management, pest control and safe handling of chemicals.
- Understanding of work, health and safety matters to ensure duty of care to self and others.
- Good communication and interpersonal skills.
- Ability to work and solve problems independently.
- Interact effectively with people from diverse backgrounds and skills set.
- A valid drivers' license.

Successful applicants will be asked to consent to a national criminal history (police) check and obtain and hold a valid and current Child Compliance Check.

For further information about the Sisters of Saint Joseph, please visit [www.sosj.org.au](http://www.sosj.org.au). For more information about the role and/or to obtain a position description, please contact Human Resources via [hr@sosj.org.au](mailto:hr@sosj.org.au). Applications, which need to include a cover letter outlining your suitability for this role (based on the above selection criteria) and a CV (resume), should be submitted via email to [hr@sosj.org.au](mailto:hr@sosj.org.au) by **9am Monday 4 March 2024**.