



# POSITION DESCRIPTION

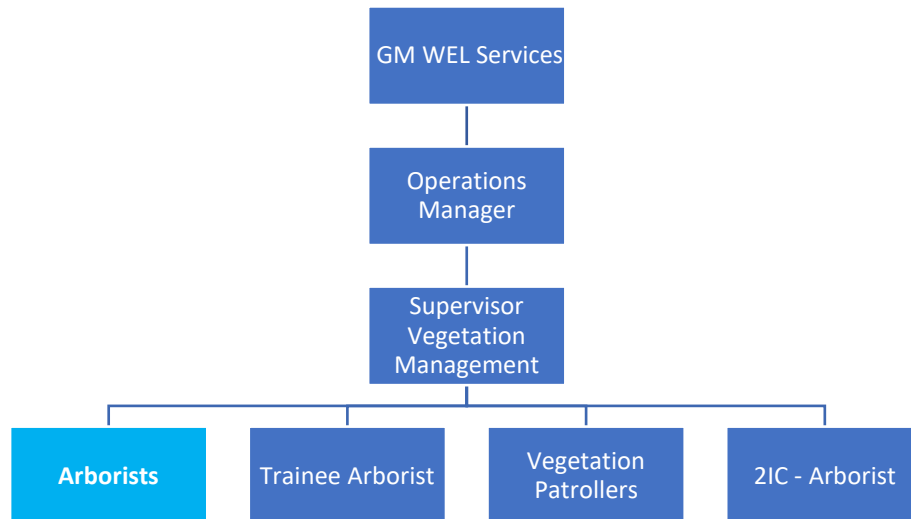


<b>Position title:</b>	<b>Arborist</b>		
<b>Reports to:</b>	Supervisor Vegetation Management		
<b>Group:</b>	WEL Services	<b>Unit:</b>	Vegetation Management
<b>Revision:</b>	11/2023	<b>Date:</b>	30 August 2024

## Purpose

To implement tree and vegetation control measures that meet safety, operational and efficiency objectives.

## Reporting Structure



## Performance Outputs

Key Result Areas (What/Result)	Key Tasks / Activities (How)	Performance Measures (Quantity, Quality, Time, Cost)
<p><b>To trim or remove vegetation and / or trees</b></p>	<ul style="list-style-type: none"> <li>• Prepare and maintain a range of arborist's tools</li> <li>• Perform site preparation, including safety requirements and traffic management measures</li> <li>• Operate tools and equipment in the prescribed manner</li> <li>• Clear site and remove and dispose of waste</li> <li>• Interact with customers and members of the public in a professional and courteous manner</li> </ul>	<ul style="list-style-type: none"> <li>• Safety is paramount, and shall be second to none. In all activities undertaken, safety shall not be compromised. All works shall be carried out in a safe and efficient manner. The safety of employees, customers, and the public is the number one priority</li> <li>• Reliability and performance of tools and equipment</li> <li>• Minimisation of breakages and repair costs</li> <li>• Compliance with health and safety requirements</li> <li>• Adherence to work plans including quality and estimated time and cost</li> <li>• The number of outages due to trees is kept to a minimum</li> <li>• Feedback from customers is positive</li> </ul>
<p><b>To contribute to the continuous improvement of asset management</b></p>	<ul style="list-style-type: none"> <li>• While contributing to the design, planning, installation, maintenance, operation, servicing, renewal, and disposal of WEL's permanently connected Network Assets and Network Management Systems:</li> </ul>	<ul style="list-style-type: none"> <li>• Active support for objectives and outcomes as detailed is evidenced</li> <li>• WEL demonstrates excellence in asset management through retention of ISO 55001 Asset Management Standard certification</li> </ul>

	<ul style="list-style-type: none"> <li>○ Participate in Asset Management activities that align to the Asset Management Policy</li> <li>○ Contribute to the achievement of WEL's Asset Management Objectives (as detailed in the Strategic Asset Management Plan (SAMP))</li> <li>● Support Asset Management assurance initiatives</li> </ul>	
<b>To contribute to overall performance and development of the unit</b>	<ul style="list-style-type: none"> <li>● Plan and co-ordinate site activities</li> <li>● Maintain and operate company vehicles, materials and plant</li> <li>● Work with and instruct Trainees</li> </ul>	<ul style="list-style-type: none"> <li>● Compliance with all WEL policies, procedures, work method statements and standards</li> <li>● Progress and development of Trainees</li> </ul>
<b>To participate and contribute to projects</b>	<ul style="list-style-type: none"> <li>● Undertake special projects for WEL when required</li> <li>● Undertake continuous improvement projects as and when required</li> </ul>	<ul style="list-style-type: none"> <li>● Achievement of agreed project measures</li> </ul>
<b>Targeting "Best in Safety"</b>	<ul style="list-style-type: none"> <li>● Promotion of good safety management practices</li> <li>● Participation in safety and wellness activities</li> <li>● Being a safety leader</li> </ul>	<ul style="list-style-type: none"> <li>● WEL's health and safety policies and procedures are adhered to at all times</li> </ul>

<b>To work in and promote a 'Best in Service' attitude to all endeavours</b>	<ul style="list-style-type: none"><li>• Engage within the business and with community / external stakeholders in a way that supports 'Best in Service', always</li></ul>	<ul style="list-style-type: none"><li>• WEL's reputation is enhanced in the community</li><li>• You are known for your excellent customer service</li></ul>
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*This position description is intended as an insight to the main tasks and responsibilities required in the role and is not intended to be exhaustive. It may be subject to change, in consultation with the job holder.*

## Person Specification

<b>Qualifications</b>	<b>Essential</b>	<ul style="list-style-type: none"> <li>• Formal training in vegetation management practices</li> </ul>
	<b>Desirable</b>	<ul style="list-style-type: none"> <li>• Relevant NZQA Level 3 qualification or equivalent</li> </ul>
<b>Experience</b>	<b>Essential</b>	<ul style="list-style-type: none"> <li>• Proven experience in vegetation management procedures and practices</li> <li>• Experience in trimming big trees and working at heights</li> <li>• Knowledge of industry safety requirements</li> </ul>
	<b>Desirable</b>	<ul style="list-style-type: none"> <li>• Knowledge of the relevant codes of practice</li> <li>• Previous experience in vegetation management around electricity infrastructure</li> </ul>
<b>Role Specific Competencies</b>	<p>The person best suited to this position will be a skilled trades person and have a professional approach to customer service. They will be technically skilled and agile with the ability to plan and organise their days work and will have:</p> <ul style="list-style-type: none"> <li>• An "every day home safe" attitude and commitment to safe working practices at all times.</li> <li>• The physical capability to cope with the strenuous nature of the work.</li> <li>• The desire to strive for high quality, productivity and continuous improvement.</li> <li>• The skills to be an expert in the safe use of plant and machinery in both electrical and non electrical environments.</li> <li>• Sound risk assessment skills.</li> <li>• The ability to work un-supervised in a safe and efficient manner.</li> <li>• The ability to work as part of a team in a multi-cultural environment.</li> <li>• A high customer focus and professionalism, including pride in their presentation.</li> <li>• The ability to take responsibility.</li> <li>• A 'can do' attitude.</li> <li>• The ability to manage time and prioritise tasks.</li> <li>• The ability to manage stress.</li> <li>• The ability to solve problems, make decisions and if unsure, to ask for help.</li> <li>• Good communication skills.</li> <li>• A high level of integrity, honesty and reliability.</li> <li>• The willingness to instruct or assist trainees.</li> </ul>	

## Our Purpose

Enabling our *communities to thrive*

## Our Vision

To create and support an *innovative and sustainable energy future*

## Best in Service

So we have the *trust of our community*



## Best in Safety

Every Day - *Home Safe*



## Our Values



**Agile**

We listen to ideas, we explore opportunities and we adapt to changing situations with an open mind. When change is needed we make sure we understand why and we make it work. We're flexible and we respond professionally to change.



**Build the business**

We make sure our day to day activity is sound while exploring ways to improve the way we work or things we do. We often ask "is there a better way to do this?" and we investigate options.



**Care for each other, the customer and our assets**

We work as a team across the business to do things the right way. We treat others with respect, listening to their needs so we can deliver a reliable and safe service to our communities.



**Do the right thing**

We make decisions with integrity and when we can, we help others make the right decision for their situation. We're open, honest and trustworthy. We speak up if we feel we should and we listen to others.



**Every Day - Home Safe**

We lead by example to keep ourselves, our workmates and our communities safe. We use the right equipment, we challenge unsafe acts and we say no if we think it's not safe.