# Arborist Position Statement

**Position:** Arboriculture

**Location:** Wellington Region

**Reporting to:** Manager Arboriculture

**Person Profile:**

The person will need to be highly motivated, with a passion for the arboricultural and horticultural industry. They will also require the following skills:

* Communication– strong interpersonal skills and effective communication. Able to present a point of view and gain agreement from others.
* Project management – forward planning, time management, and resource allocation
* General management – provides confident inspiring leadership and support to the team.
* Customer Service - demonstrates a willingness to help customers and to provide them with a service that meets and preferably exceeds their expectations. Takes action and seizes opportunities before being directed by others or overtaken by events.

Bark has earned a reputation of excellence, the person for this role will need to portray a desire and the skills to consistently achieve the best.

**Qualification and Experience:**

A New Zealand nationally recognized or equivalent international Arboricultural qualification; equal to level four NZQA standards or equivalent experience. Proven project, contract and personnel management skills, combined with practical hands on experience working in arboricultural operations and amenity horticulture and landscaping.

**Overview of Duties:**

* Observing and implementing health and safety procedures, including completion of all hazard identification forms.
* Management of the arboricultural operations on site.
* Project management of successful quotations in a profitable and efficient manner.
* Client liaison.
* Time management.
* Responsible for ensuring all plant and equipment is maintained in a safe operational standard.
* Bark has a reputation of integrity and honesty in the industry, and it is vital the person for this role has these key attributes and will represent Bark in this manner
* Instilling the Bark culture both internally and externally. This is paramount to the continued success of Bark.
* Emergency response - in the event of an emergency call out after hours, you will be required to take the initial phone call from the call centre or the client, or referral from a senior manager at Bark. You will be expected to have your phone turned on at all times.

**Hours of Work:**

Monday to Friday; between 7 am 4.30 pm, (up to 45 hours), depending of team requirements.

With two half hour breaks.

**Remuneration details**:

Bark limited works on fortnightly pay periods with pay being direct credited in to your bank account the Tuesday night following the end of the pay period. Performance reviews are undertaken every 6 months.

**Leave entitlements:** (This is a generic summary please refer contract agreement for full details)

* Annual leave 20 days per annum plus statutory holidays.
* Sick leave 5 days.
* Birthday leave, you are entitled to the day off if your birthday falls on a normal working day.

This job description is merely a guideline and the employee is required to assist the employer in any other capacity as directed from time to time.