

Operations Forester Position Description

Context

Manager	Senior Forester
Division	Operations
Location	Alexandra
Tenure	Fixed term (2 years)
Career Level	Career Level 2

Primary Objectives

Organisational	<p>VicForests is a Victorian State-owned business responsible for the sustainable harvest, regeneration and commercial sale of timber from Victoria's public forests on behalf of the Victorian Government.</p> <p>We undertake all of our operations in a safe, efficient and sustainable manner, keeping our staff, the community and the environment in mind in all we do.</p> <p>We are an active member of the communities in which we operate and we are committed to giving stakeholders the opportunity to have input into our forestry practices.</p>
Role	Assist in all operations requirements in line with legislation and business objectives

VicForests Values

SAFE	We aim for zero harm in all that we do
SUSTAINABLE	We respect and care for our environment and the communities in which we operate
PROFESSIONAL	We operate in an ethical, efficient and accountable manner
CUSTOMER FOCUSED	We are responsible in our commercial dealings
RESPECT	We treat others in a manner that we would like to be treated

Key Result Areas

The KRA's are the major outputs for which the position is responsible for and are not a comprehensive statement of the position activities. You may, however, be required to undertake other duties and responsibilities from time to time, in addition to or as variations of the duties and responsibilities of the position.

- Prepare coupes for harvest, including; assist with preparation of the coupe plan, field marking boundaries and undertaking of biodiversity field inspections and manage special values at the coupe level;
- Assist with supervising of road maintenance and road building contractors, including auditing contractors' compliance with codes of practice, regulations, prescriptions and other relevant legislation;
- Assist with other areas of the business as required, including undertaking roadline marking, regeneration burning, coupe reconnaissance and community engagement activities;
- Provide feedback to contractors and the business;
- Assist with key projects as required to ensure they are delivered on time and on budget;
- Identify and implement opportunities for continuous improvement and business development;
- Undertake any duties and responsibilities to meet the requirements of the team or broader business;
- Perform duties in a manner that ensures the health and safety of yourself and others. Ensure that all incidents and hazards are reported in a timely manner;
- Take responsibility for performing the role in accordance with all relevant systems requirements;
- Identify and communicate key risks and ensure risk management processes are followed.

Selection Criteria - Core Capabilities

Qualifications	Essential / Desirable
Current Victorian Drivers Licence with ability to travel	Essential

Experience	Competencies acquired through experience
Species identification	<ul style="list-style-type: none"> ▪ Basic knowledge of the characteristics and silviculture of Victorian eucalypts and other key flora ▪ Knowledge of wood features and timber product grades
Bush Navigation	<ul style="list-style-type: none"> ▪ Map reading including GPS skills ▪ High fitness level ▪ Able to navigate to pre-determined points, often through thick undergrowth
Operational Awareness	<ul style="list-style-type: none"> ▪ Understanding of machine capabilities ▪ Knowledge of log grading and application of the grading card ▪ Understanding of harvesting, roading, regeneration and other operational principles
OHS Legislation & Implementation	<ul style="list-style-type: none"> ▪ Ensures OHS and safety underpin all operations ▪ Takes appropriate action to prevent safety breaches
Computer Skills	<ul style="list-style-type: none"> ▪ Basic knowledge of Microsoft Office, particularly Excel

Attributes	Behaviours
Verbal Communication Skills	<ul style="list-style-type: none"> ▪ Clearly explains information and listens to feedback ▪ Speaks clearly and concisely and keeps people interested when speaking
Decisiveness	<ul style="list-style-type: none"> ▪ Evaluates rational and emotional elements of situations ▪ Makes rational and sound decisions based on consideration of facts and alternatives
Self-Management	<ul style="list-style-type: none"> ▪ Accepts responsibilities for own actions ▪ Focuses on the most important goals ▪ Plans and priorities work to ensure outcomes are achieved
Teamwork	<ul style="list-style-type: none"> ▪ Collaborates and shares information ▪ Cooperates and works well with others in the pursuit of team goals ▪ Participates in meetings, undertakes actions, participates in discussions and follows through with commitments

Further Information

You may be required to work independently, with minimal supervision in isolated and physically demanding environments. Some long-distance travel and overnight stays may be required in country locations.

VicForests employees may be required to contribute to fire and emergency management responsibilities Applicants will be subject to a probation period of 3 months.

All applicants must have the right to work in Australia, supporting evidence may be requested.

Please note that in accordance with VicForests onboarding processes, new employees will need to provide information of their motor vehicle driving & insurance history and disclose any medical conditions or pre-existing injuries that can affect job and driving performance.

For further information about this role, please contact HR on 9608 9500 or vf.careers@vicforests.com.au

To be completed on offer / acceptance of a role:

I accept the Position Description as stated and the Position Description may need amending and updating periodically due to changes in responsibilities and organisational requirements. Changes to positions descriptions will be in accordance with the position classification and consistent with the purpose for which the position was established.

Name: _____ Position Location: _____

Signature: _____ Date: _____