

Position Description

Position Title:	PPP – Nursery Grafter
Reports to:	PPP – Team Leader
Group Division/Function:	PPP – Potted Plant Production

Role Purpose			
The purpose of this role is:			
1.	To provide the skills for propagation and care for plants in the nursery environment to ensure plants are at their optimum throughout the growing cycle and are well presented for delivery to clients.		
Key Accountabilities			
Key Area of Accountability	% of the Total Role	What are the Outputs Expected	How are they Achieved
Grafting	35%	<ul style="list-style-type: none"> • To perform the proper techniques as per training and Matawhero Nursery SOP’s for Avocado, Kiwifruit, Persimmons, Potted Grapevines, Super vines, Rootstocks and future products. • Harvesting of bud wood to be used as rootstock and scion. • The grading, sorting and preparation of plants for grafting process. • Graft plants and trees into different rootstock by inserting and tying buds into incisions in rootstock. • To perform all duties directed to aid in the supply and delivery of plants that are in optimum health, true to type, and that meet targeted quality standards. 	<ul style="list-style-type: none"> ○ SOP’s are understood and followed. ○ Quality is always maintained at a high level. ○ Harvesting is completed in such a way that optimal bud wood is harvested to maximise recovery potential post grafting. ○ A focus on quality grafting, right sizing quality bud wood, care and attention through the process to optimise recovery. ○ Plants are true to type, labelled correctly. ○ Newly grafted plants are given the best possible opportunity to grow into quality, healthy plants.
Planting & Propagation	20%	<ul style="list-style-type: none"> • To perform the proper techniques as per training and PPP Nursery SOP’s for Avocado, Kiwifruit, Persimmons, Potted Grapevines, Super vines, Rootstocks and future products. 	<ul style="list-style-type: none"> ○ SOP’s are clearly understood and followed. ○ Concerns or uncertainty is communicated in a timely manner.
Horticultural Maintenance	20%	<ul style="list-style-type: none"> • To perform all duties directed to aid in the supply and delivery of plants that are in optimum health, true to type, and that meet targeted quality standards. 	<ul style="list-style-type: none"> ○ Duties are performed in accordance to Riversuns SOP’s. ○ Plants are healthy & true to type, & labelled correctly. ○ Quality targets are met as detailed in SOPs.

		<ul style="list-style-type: none"> • Grading, sorting and preparation of plants for dispatch to clients is undertaken in a timely manner and in conjunction with dispatch request, standard operating procedures and quality measures. • Plant health is activity monitored and your team leader is immediately notified of any observations to ensure plant health is maintained at optimum 	<ul style="list-style-type: none"> ○ Grading, sorting & preparation of plants for dispatch meets Riversuns standards. ○ Quality work is performed in a tidy and timely manner. ○ SOP's are clearly understood and followed. ○ Beware of the plants you are working with or walking past and if they are suffering or you observe something out of the ordinary report it ASAP.
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General	20%	<ul style="list-style-type: none"> • Help to work to build an effective and efficient Nursery team through teamwork, communication, and support. • Maintain a high level of attention to detail and work ethic. • The employee may be required from time to time to perform other duties within other areas of the company, which the Employer may reasonably expect the Employee to perform as the needs of the Employer dictate. 	<ul style="list-style-type: none"> ○ Perform as a team member, work well as part of the team, keeping lines of communication open. ○ Ensure a high level of attention to detail is maintained at all times. ○ Instructions are followed well, when not understood appropriate questions are asked.
Health and Safety	5%	<ul style="list-style-type: none"> • All Practicable Steps are taken to ensure safe and best practise operating procedures are always used. • Ensure any H & S concerns are notified to the PPP Operations Manager or appropriate delegate as soon as practicable after identification. • Incident and Accident reports are completed and submitted in a timely manner 	<ul style="list-style-type: none"> ○ Actively work to identify health and safety risks and communicate these in a timely manner to your team leader or management. ○ Ensure you understand and comply with SOP's. ○ Ensure safety systems and procedures are being utilised correctly and are used to protect visitors, contractors, your fellow team members, and yourself.

Key Requisites
Education/Experience and Qualifications
<ul style="list-style-type: none"> • Horticultural experience an advantage
Special Skills/Competencies
<ul style="list-style-type: none"> • Adaptable, flexible, able to change plans based on the changes in the plants, a problem solver. • Dedicated, with a positive attitude. • Self-aware, regimented/understands and works to the time sensitive nature of the plants. • Takes responsibility for results, organised, sets standards

- Strong interpersonal skills, a clear communicator, collaborates well with others, builds relationships.

Key Working Relationships

Most frequent Contacts	Internal/External	Nature or Purpose
Team Leader	Internal	<ul style="list-style-type: none"> • Reporting Line • Any relevant strategic or operational issue impacting on the business.
PPP Operations Manager Production Supervisor Plant Health Technicians Team Leaders Nursery Workers	Internal	<ul style="list-style-type: none"> • These are key working relationships and need to be developed and maintained.
Riversun Staff	Internal	<ul style="list-style-type: none"> • It is expected that a courteous and professional working relationship will always be maintained with all other Riversun employees and management.