

# Horticulturalist Level 1 to 2 Sign Off Requirements

1. Minimum 12 months experience at Level 1
2. Full Drivers Licence
3. Understanding of Health and Safety requirements
4. Holds current certifications
5. Management of dangerous products
6. Familiarization in handling Grounds vehicles
7. Ability to complete Horticulture Year Planner
8. Demonstrated garden design and establishment
9. Ability to identify plants and diseases
10. Demonstrates leadership and mentoring
11. Ability to take a leading role in an event, incident, or emergency
12. Good work ethics

**Horticulturalist:** \_\_\_\_\_

**Date Employment Commenced:** \_\_\_\_\_

**Assessor:** \_\_\_\_\_

**Date Assessment Started:** \_\_\_\_\_

**Date Assessment Completed:** \_\_\_\_\_

**Comments:**

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**Level Achieved:**    Yes                  No                  (circle one)

**Manager:** \_\_\_\_\_

**Position Number:** \_\_\_\_\_

**Request ID Number:** \_\_\_\_\_

**Service Request Number:** \_\_\_\_\_

**Date Processed:** \_\_\_\_\_

## Sign Off Requirements

Objectives	Objective Requirement / Achievement	Certified by	Achieved / Not Achieved	Assessor Signature	Date
Experience	Minimum 12 months experience at Level 1	Assessor			
Drivers Licence	Current NZTA Licence sighted	Assessor			
Health and Safety	Able to identify risks, notify hazards and completion of Incident Report	Assessor			
Certifications	<ul style="list-style-type: none"> <li>• CIMS3</li> <li>• Growsafe Standard certification including NZQA Standards 21563 &amp; 27215.</li> <li>• Chainsaw certification</li> <li>• First Aid certification</li> </ul>	External training provider			
Management of flammable products	Demonstrates safe handling and storage of flammable products.	Assessor			
Golfcart / Tractor management	Familiarisation and competence with vehicles including safety awareness	Assessor			
Horticulture	Demonstrated ability in: <ul style="list-style-type: none"> <li>○ Completing Year Planner</li> <li>○ Garden design and establishment</li> <li>○ Plant identification</li> <li>○ Plant disease recognition</li> </ul>	Assessor			
Leadership & Mentoring	Demonstrates leadership and mentoring <a href="#">attributes</a>	Assessor			
Events, Incidents and Emergencies	Able to take a leading role in an event, incident or emergency; correct process is followed; and escalations are undertaken	Assessor			
Work ethic	Obtained an outstanding in attendance, punctuality, appearance and <a href="#">attitude</a>	Assessor	<ul style="list-style-type: none"> <li>• Attendance Yes / No</li> <li>• Punctuality Yes / No</li> <li>• Appearance Yes / No</li> <li>• Attitude Yes / No</li> </ul>		