

Role:	Multi-skilled Operative (Grounds)
Reports to:	Grounds Manager
Salary:	Grade 4 SCP 12-14 (£27,711 - £28,624) £14.36 - £14.84 per hour
Contract:	Permanent Contract 37 hours per week

Purpose of the role

This is a full-time permanent role with the Grounds Team, working with a small team in Falmouth's parks, gardens and cemeteries.

The role holder will carry out regular and reactive grounds maintenance activities at a variety of sites and assets throughout the town.

Duties and responsibilities

1. Carry out regular programmed and maintenance activities, including grass cutting, on a variety of sites throughout the town, with the ability to work diligently and efficiently both as part of a team and when appropriate on your own initiative.
2. Work outdoors in a variety of weather conditions to ensure continuity and service targets are met.
3. Work safely in areas of public occupation, at heights, on banks and near to the highway
4. Deliver the entire range of grounds maintenance operations in line with best practice to the highest standards of horticulture, whilst constantly striving for continuous improvement.
5. Use a range of horticulture related machinery, plant and equipment and maintain records and registers (training can be provided).
6. Carry out a pre-use visual safety inspection and the day to day maintenance of horticulture related machinery, such as the daily checking of oil levels/ greasing. To not use defective machinery and report defects.
7. Ensure tools and items of equipment are kept clean, sharp and stored safely/securely. To not use defective tools or equipment and report defects.
8. Participate in the clearance of litter, weeds etc from all areas, including designated footpaths and that all bins are emptied maintained.
9. Carry out minor tree works.
10. Assist the Cemeteries Officer in grave digging operations to ensure the Council's requirements as a Burial Authority are adhered to.
11. Upon receipt of training and successful qualification, store, handle and apply pesticides in line with your training and best practice, being aware of environmental impacts and keeping the necessary records.
12. Assist with the cleansing of public conveniences when required.
13. Assist with event management including, marshalling duties, traffic management, signage, barriers etc, these duties will require you to carry out weekend and evening working on occasions.

Job Description & Person Specification

14. Take part in the removal of excess seaweed in accordance with protocols for designated beaches, when required.
15. Maintain seats, shelters, notice boards and other street furniture as directed.
16. Work alongside and assist appointed volunteer groups in the delivery of community projects.
17. Drive Council vehicles in a courteous and safe manner, ensuring all are kept clean and tidy

General

18. Undertake all duties in accordance with Council Policies, in particular those relating to Data Protection, Information Security, Financial regulations, Customer Care and Equal Opportunities.
19. Undertake any duties regarding health, safety and wellbeing at work.
20. Be aware of your responsibility under Health & Safety law, taking reasonable care of yourself, your colleagues, other contractors and members of the public at all times whilst at work.
21. Undertake risk assessments, comply with safe systems of work and actively promote a safety culture within the workplace.
22. Undertake any other relevant training, as required.
23. Always represent and promote the service and the Council positively.
24. Carry out any other such duties as may be required by the Council from time to time, commensurate with the grade of the post.

Person specification

Criteria	Essential	Desirable	Method of assessment
Experience and knowledge	Passionate interest in amenity horticulture, with demonstrable experience. In-depth knowledge of horticulture best practice. Use of a wide variety of industry related tools machinery and equipment. Tree and shrub pruning techniques.	Traffic management. Facilities management statutory testing requirements. Knowledge of ecological best practice. Knowledge or experience of local government and its place supporting the local community.	Application form Interview



Job Description & Person Specification

Criteria	Essential	Desirable	Method of assessment
Personal attributes	<p>Risk averse, thinks Safety first.</p> <p>High level of self-motivation.</p> <p>Ability to organise and prioritise own workloads to meet deadlines.</p> <p>Good work ethic.</p> <p>Good timekeeping.</p> <p>Strives for constant improvement.</p> <p>Ability to pass on and share skills with team members and supervise others when required.</p> <p>Can work on own initiative.</p> <p>Good team player, supports colleagues.</p> <p>Good communication skills, courteous and polite.</p> <p>Contributes positively to the success of the team, above promoting oneself.</p> <p>A desire to do the right thing.</p>	<p>A desire to progress within the organisation.</p> <p>Shows a desire to take on additional responsibility.</p> <p>Innovative in dealing with problems to find solutions.</p> <p>Comes forward with suggestions for improvement.</p> <p>Passionate about promoting Falmouth.</p>	<p>Application form</p> <p>Interview</p>

Criteria	Essential	Desirable	Method of assessment
Skills and abilities	<p>Excellent interpersonal skills.</p> <p>Good communication and customer care skills.</p> <p>Ability to work effectively alone or as part of a team.</p>		



Job Description & Person Specification

Criteria	Essential	Desirable	Method of assessment
Education and training	<p>Relevant qualification in amenity horticulture or equivalent proven experience</p> <p>Safe storage/ use/ application of pesticides.</p> <p>Lantra Ride-on mowing machinery</p> <p>Lantra Pedestrian mowing machinery</p> <p>Lantra Brushcutter/Strimmer</p> <p>Manual handling (recognised provider).</p> <p>Full, valid driving licence with categories B, B+E, C1, C1+E (to meet essential driving requirement of the role)</p>	<p>Current Health and Safety and First Aid Certification.</p> <p>Risk Assessments.</p> <p>NPTC, PA1/PA6A Chemical application</p> <p>NPTC Ride-on mowing machinery</p> <p>Clean current full driving license with categories B, B+E, C1, C1+E</p> <p>NPTC Pedestrian mowing machinery</p> <p>NPTC Brushcutter/Strimmer.</p> <p>Chainsaw operator CS30, CS31, CS38, CS39, CS40, CS41.</p> <p>Lantra/NPTC Mini Digger operation.</p> <p>Lantra/NPTC Tractor driving and associated implements.</p> <p>ICCM Grave digging operations.</p> <p>Chapter 8 Signing/Lighting & Guarding.</p> <p>IPAF MEWP Operator</p>	Application form

Criteria	Essential	Desirable	Method of assessment
Special circumstances	<p>Willing to work irregular hours including some evenings & weekends, adjusting your work pattern so these duties are covered as part of your normal working week.</p> <p>Flexibility to cover a diversity of roles within the Town Team.</p> <p>Commitment to continuing professional development</p>		Application form