

**JOB DESCRIPTION AND PERSON SPECIFICATION**

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| Job Title: | Park Worker |
| HBC Grade: | **HBC 4** |
| Service: | **Parks Section** |
| Division: | **Environment Services** |

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| **Main Purpose of the Role** |
| To work in one of the Environmnet Service Division's Park Teams carrying out all necessary landscape management. To assist the public in their enjoyment of public parks, To implement work schedules and keep a record of work undertaken. To ensure that all works are carried out to a high standard. To ensure that team members abide by the relevant work procedures and health and safety legislation. |

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| **Key Duties**  |
| **1** | To carry out a range of operations including: Grass cutting with hand, pedestrian controlled and ‘ride on’ machines and specialist equipment; grave digging, maintenance of fine turf areas and horticultural displays to the appropriate standard; weed control with hand tools and chemical application; trimming hedges and shrubs with hand and powered cutters; digging/forking over and general soil preparation including manuring and mulching. |
| **2** | Direct responsibility for day to day delivery of landscape maintenance in the Borough’s public parks, sports grounds, cemeteries, equipped children’s playgrounds, promenades, riverside walks and local nature reserves, and Boroughs sports pitches in accordance with good practice. |
| **3** | Routine day to day operation of the Division's vehicles and a range of plant & equipment including: driving, tractors, diggers or other specialist equipment; use and operation of a wide range of hand tools and powered self-propelled horticultural and cleansing plant including chainsaws, hedge trimmers, blowers and brush cutters. |
| **4**  | Cleansing of public parks, cemeteries, pavilions, visitors centres, sports grounds, equipped children’s playgrounds, promenades, riverside walks and local nature reserves which will include litter picking and hand sweeping detritus and removal of weed growth from pavements and paths. |
| **5** | Constructional labouring which will include the erection and repair of fencing, general hard landscaping, footpath construction, construction and repair of water courses and drains. |
| **6** | To assist at park based public events by assisting in ensuring public safety and enjoyment of open spaces and facilities. |
| **7** | To implement courses of action which address issues of misuse or conflicts of use, including the enforcement of Byelaws and issue fixed penalty notices. |
| **8** | To identify and report defects in public parks, sports grounds, equipped children’s playgrounds, promenades, riverside walks and local nature reserves and to keep accurate work records. |
| **9** | To hold and maintain relevant qualifications to enable the day to day work tasks to be undertaken effectively. To undertake relevant training as directed by managers. |
| **10** | Undertake any other duties and responsibilities as may be assigned from time to time, which are commensurate with the grade of the job. |

The Council and its schools are committed to safeguarding and promoting the welfare of children, young people and adults and expect all staff, workers and volunteers to share its commitment.

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| **Education / Qualifications** | **Essential**  | **Desirable**  | **How Identified**  |
| NVQ level 2 or above qualification in a parks, landscape management, horticulture, or other land based industry discipline.  | Qualifications in management disciplines of NVQ level 3 and above. | All essential qualification certificates must be presented at interview. |
| GCSE (or equivalent) in English and Maths.  | National Certificate in Horticulture or Royal Horticultural Society Certificate level Qualification. | All essential qualification certificates must be presented at interview. |
|  | NPTC PA1 and PA6 Certificate of Competence in the Safe Use of Pesticides | All essential qualification certificates must be presented at interview. |
|  | NPTC Level 2 Award in Chainsaw and Related Operations. | All essential qualification certificates must be presented at interview. |
|  | Hold a valid First Aid Certificate. | All essential qualification certificates must be presented at interview. |

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|  | **Experience**  | **Knowledge**  | **Skills & Abilities**  | **How Identified** (delete as appropriate for each criteria) |
| **ESSENTIAL** | Must have experience working within the land based industry or have undertaken relevant training that includes practical experience.  | Must be able to demonstrate a working knowledge of Horticultural and/or Sports Turf Maintenance good practice  | Must be able to identify a range of common plant species typically found in British parks and open spaces.  | Application / Interview /Assessment |
| Previous experience of following work schedules, plans and drawings.  |  | Must be able to read and interpret simple maps and plan drawings.  | Application / Interview /Assessment |
|  |  | Demonstrate the ability to use a variety of Horticultural and Sports Turf hand tools.  | Application / Interview /Assessment |
|  |  | Demonstrate the ability to use a variety of mechanised horticultural, and Sports Turf tools.  | Application / Interview /Assessment |
|  |  | Demonstrate the ability to use ride-on mowing machines, tractors and other plant.  | Application / Interview /Assessment |
|  |  | Must be able to work outdoors in all weather conditions.  | Application / Interview /Assessment |
| **DESIRABLE** | Previous experience of working within a parks and open spaces environment. |  | Demonstrate the ability to use mechanised Arboricultural tools. | Application / Interview /Assessment |
| Previous experience working in a public realm or service environment. |  |  | Application / Interview /Assessment |

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| **Other Requirements** | **Essential**  | **Desirable**  | **How Identified**  |
| The post holder must hold a full UK driving licence. | Hold a UK Driving Licence with Categories:B+E, C, C+E, D1E, C1, C1+E. | Interview / Assessment / Documentation  |
| Must undertake HAVs medical screening and be free from symptoms. |  | Interview / Assessment / Documentation |
| A uniform will be provided and must be worn at all times whilst in the workplace. |  | Interview / Assessment / Documentation |
| The postholder will be required to work one weekend in four as part of their normal shift pattern. |  | Interview / Assessment / Documentation |
| The post holder will be required to work out of any Council depot as required. |  | Interview / Assessment / Documentation |

Please note: Front line posts with direct customer contact should include a statement detailing the spoken English language requirements of the post.

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For office use only:

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| **Date Created:** | **24.05.21** |
| **JE Ref:** |  |
| **Agreed by:** |  |

This job description is not intended to be either prescriptive or exhaustive; it is issued as a framework to outline the main areas of responsibility.