



Job description			
Job title	Environmental Maintenance Operative (Level 2)		
Grade	F		
Directorate	Communities & Neighbourhoods		
Service/team	Environmental Sustainability Service		
Accountable to	Team Leader / Parks and Cemeteries Development and Operations Manager		
Responsible for	N/A		
JE Reference	N/A	Date Reviewed	2021

Purpose of the Job

To work as part of a team to provide a high-quality environmental maintenance service including both planned and reactive work for all aspects of cleansing and grounds maintenance works (including winter gritting and snow clearance) across the public realm.

Duties and Responsibilities

This is not a comprehensive list of all the tasks, which may be required of the post holder. It is illustrative of the general nature and level of responsibility of the work to be undertaken.

Operational

- 1) To undertake all environmental maintenance tasks, either individually or as a member of a team as identified within Park and Cemetery Services operational plans, in accordance with service standards.
- 2) To use the full range of operational plant and machinery including grave digging mechanical equipment, grass cutting pedestrian mowers, a full range of hand tools and powered self-propelled horticultural and cleansing plant such as strimmers, polesaws, woodchippers and blowers.
- 3) To carry out all aspects of grave preparation and reinstatement, memorial safety checks and records, maintenance of turf areas, horticultural displays, including: general soil preparation, edging, strimming, minor arboriculture works, pruning, hedge cutting, maintenance of ornamental shrubbery, planting of flower beds, the preparation and application of herbicides to control weed growth.



- 4) To undertake all aspects of manual cleansing of public spaces to include litter picking and hand sweeping detritus, removal of weed growth from pavements and paths.
- 5) To support winter maintenance operations as required including manual salt spreading and snow / ice clearance.

Service Quality and Performance.

- 1) To ensure that all work undertaken on site is delivered to a high-quality standard as specified in the operational ISO 9001 processes. This will include on site performance quality monitoring.
- 2) To report defects and to keep accurate work records and time sheets.
- 3) To support and participate in training and development activities as defined within the Directorate's Workforce Development Plan.

Communications and Customer satisfaction

- 1) To report to the Park Services Team Leader on all matters impacting on work schedules to ensure that the operational team works productively to high quality standards at all times.

Knowsley Better Together – Staff Qualities



Health and Safety

- 1) To ensure all tasks are undertaken in a safe and proper manner and to comply with nationally agreed codes of practice relating to the job and KMBC codes of practice and safe systems of work.



- 2) To adhere to all risk assessments and safe systems of work whilst undertaking maintenance activities on site.
- 3) To report any plant associated equipment defects immediately to Fleet and Logistics and to ensure that all day to day maintenance of plant and machinery including; routine cleaning, maintenance and safety checks on associated plant and equipment (e.g. oil, types, safety guards etc) at the beginning and the end of the shift to ensure that they are presentable, safe to uses, fit for purpose and to minimise downtime.
- 4) To wear the appropriate personal protective clothing and equipment at all times and ensure that identify badges and proper uniforms are presented at all times.
- 5) To use equipment as instructed and trained
- 6) To inform management of any health and safety issues which could place individuals in danger

Data Protection and Information Security

- 1) Implement and act in accordance with the Information Security Acceptable Use Policy, Data Protection Policy and GDPR.
- 2) Protect the Council's information assets from unauthorised access, disclosure, modification, destruction or interference.
- 3) Report actual or potential security incidents.