



JOB DESCRIPTION

JOB TITLE: Landscape Operative

POST NO:

GRADE: 2

DEPARTMENT: Operations

DIVISION/UNIT: Landscape Services

LOCATION: Any location within the Borough of Amber Valley

RESPONSIBLE TO: Charge hands & Team Leaders

**NO. OF EMPLOYEES
IN SECTION WITH
SAME JOB TITLE:** 10

OVERALL PURPOSE OF POST:

To undertake general duties either working within a team or individually, relating to grounds maintenance of parks, sports grounds and cemeteries including burial operations.

Duties to include:-

Mowing of amenity grass areas, maintenance of sports turf, shrub/flower borders, general landscaping, maintenance of children's play areas and cemetery related duties to a high standard in accordance with current good horticultural standards.

DUTIES AND RESPONSIBILITIES:

1. Maintenance of amenity areas including grass mowing, hedge cutting and litter collection.
2. Empty litterbins / dog waste bins within a parks and cemeteries environment. Litter picking, needle collection, removal of graffiti, gum and fly posting.
3. Undertake cleansing duties including Toilet cleaning, opening and closing duties within parks and cemeteries.
4. Checking and clearing of streams and grids
5. Snow clearing and salting of pathways
6. Undertake minor repairs e.g. gates, fences, litter, signage and dog bins.
7. Undertake play area inspections and minor repairs as directed.
8. Use of hand machinery including strimmers / small powered machinery for grass / hedge cutting, Use of chainsaws, if suitably qualified, during the removal of vegetation / trees at ground level only.
9. Maintenance of sports pitches & fine turf / facilities including marking out, preparation etc
10. Border maintenance including cultivation and pruning of shrubs /, maintenance of floral displays including planting of bedding schemes, watering and weeding.
11. Application of chemicals including herbicides, selective weed killers (PA1 and PA6 if suitably qualified)
12. Implementation of landscaping schemes
13. Driving / use of Council vehicles up to and over 3,500kg design gross weight (Licence held post January 1st 1997) or up to and over 7,500kg design gross weight (Licence held pre January 1st 1997) with or without trailer, including ride on mowers, tractors, maintenance implements, and be conversant in the safe use of such equipment and the Council's vehicle operating procedure.
14. Undertake cemetery administration duties as directed.
15. Assist with emergency response
16. To undertake facility attendance as directed (locking / unlocking sites / facilities including depots)
17. Any other duties in respect of landscape and cemetery maintenance commensurate with the grade and falling within the scope of the post as requested / directed.
18. To work within agreed attendance rotas.

General

1. To be aware of and contribute to initiatives for service improvements.

2. To adhere to the requirements of the Data Protection Act in respect of confidentiality and disclosure of data.
3. To be aware of and adhere to the Council's policy on equality and diversity at all times.
4. To carry out all duties with an awareness of Health and Safety Issues and adhere to the safe systems of work specified in the in the Departmental Safety Policy.
5. To be aware of all relevant risk assessments, hazards and the control measures to be used.
6. To use correctly equipment/protective material provided for health and safety.
7. To wear all appropriate personal protective wear/equipment at all times including uniform and ensuring those under your direction do the same.
8. To be aware of the general responsibilities as set out in the Council's Safety Management System.
9. To carry out all duties whilst adhering to the Council's Policy on Customer Care.
10. The Post-holder is expected to carry out, in addition to the already mentioned duties, any other duties reasonably expected with the general level of the post.

Written by Landscape Maintenance Manager

Date: March 2015