

# Role Specification – Grounds Maintenance Chargehand

Service Area	Parks and Open Spaces
<b>Role Title</b>	Grounds Maintenance Chargehand
<b>Role Family</b>	Operational Services
<b>Location</b>	Warren Lane Depot
<b>Operational Reporting Line</b>	Parks & Countryside Supervisor
<b>Functional Reporting Line</b>	Head of Operational Services
<b>Grade</b>	TA2 37 hours per week - Annualised

## Service Area Purpose

To supervise a small team carrying out routine grounds maintenance operations throughout the District including ride-on mower and tractor mounted grass cutting, sweeping, litter clearance, flower bed and floral displays and general grounds maintenance duties.

## Specific Responsibilities

- To supervise and carry out works to parks, open spaces and Grounds maintenance services to Housing areas.
- Driving a tractor with loader and equipment
- Driving a Ride-on Mower
- Driving 3500 kgs. Pickup
- Flower bed and Floral Displays
- Grass and hedge maintenance
- Litter picking
- Manual sweeping/blowing
- Collecting & removing litter/fly tipping
- Other general cleansing work
- When required you should conform to any necessary Health and Safety requirements including using safety clothing/equipment at all times.
- Carry out daily safety checks of the vehicle, equipment and machinery.
- Cleaning the vehicle, equipment and machinery.
- To have the necessary horticultural experience and training to supervise and maintain the high quality horticultural features in the park and on housing sites including shrubs, borders, hedges and bedding displays.

- To ensure all team members conform at all times to any necessary Health and Safety requirements including the safe use of machinery and wearing protective safety clothing.

## Person Specification

TA2:

### Qualifications / Education

Essential	Desirable
<ul style="list-style-type: none"> <li>• Basic English &amp; Maths or equivalent</li> </ul>	<ul style="list-style-type: none"> <li>• Horticultural Qualification</li> </ul>

### Experience

Essential	Desirable
<ul style="list-style-type: none"> <li>• Previous experience of working outdoors in all weathers</li> <li>• Experience of working with ride on mowers and other grounds maintenance equipment</li> <li>• Experience of maintaining borders, shrub and other horticultural features</li> </ul>	<ul style="list-style-type: none"> <li>• Knowledge of local authority services</li> </ul>

### Key Skills and Knowledge

Essential
<ul style="list-style-type: none"> <li>• Experience of Supervising a Grounds Maintenance Team</li> <li>• Good all-round communication skills</li> <li>• Understand the importance of good customer service</li> <li>• Able to cope in a physically demanding role</li> <li>• Good timekeeper and Reliable</li> <li>• Team Player</li> </ul>

### Other Requirements

Essential	Desirable
<ul style="list-style-type: none"> <li>• Full driving licence (Manual)</li> </ul>	<ul style="list-style-type: none"> <li>• Trailer Towing</li> </ul>