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| Job description |  |

**GARDENER (3)- Open Spaces - GYS Ltd**

**Reports to;** Open Spaces Supervisors and Line Manager

**Working environment;** Salary: £pa - 37hrs pw Mon-Fri

**Purpose of role**

Undertaking all aspects of grounds maintenance, operating and maintaining the appropriate

machines, keeping areas tidy and free from debris/litter, shrub pruning, hedge cutting, weed

spraying, working in gardens, highway verges, parks and open spaces.

.**Key result areas**

The candidatereports direct to the **Open Space Supervisors** and working in the following activity:

* **Open Spaces**

**Corporate Responsibilities**

* Candidates must have a sound background knowledge in horticultural duties
* Grass cutting using appropriate machines; ride on machines, tractor, hand tools in parks, open

spaces and highways, including clearing grass clippings from hard surfaces after cutting.

* Hedge cutting using small tools or large plant if competent (hedge cutters / tractor flail).
* Minor Ground Tree Works (non climbing) such as removal of epicormic growth.
* Using recognised horticultural practice for shrub bed maintenance, weed and pest control,

including herbicide, fungicide and pesticide use in accordance with appropriate licenses and

COSSH regulations.

* Litter picking.
* Carry out routine checks and basic care and maintenance to plant, tools and equipment.
* Complete paperwork as instructed.

**Post Responsibilities**

* Carry out general grounds maintenance activities including grass cutting, hedge trimming, clearing leaves and litter collection on a daily basis.
* The postholder will be required to use a range of grounds maintenance tools and equipment including powered hand tools and light plant.
* Exercise skills in customer care when dealing and communicating with members of the public.
* Complete Company paperwork/records as required, e.g. timesheets, work records, etc..
* Attend any training courses appropriate to the post.
* Ensure compliance with all statutory Health and Safety regulations and the Company’s Safety Policy, including wearing of Personal Protective Equipment and uniform issued by the Company.
* Undertake any other duties assigned to the post which are consistent with the duties listed above and appropriate to the title and grade of the post and the competence of the postholder; including the working of unscheduled overtime as required by the Company.

**Other Duties**

The duties listed are not exhaustive and may be varied therefore the post holder will be expected to undertake other duties as appropriate to the role and as requested by his/her line manager.

**This job description sets out the duties and responsibilities of the job at the time when it was drawn up. Such duties and responsibilities may vary from time to time without changing the general character of the duties or the level or responsibility entailed. Such variations are a common occurrence and cannot in themselves justify a reconsideration of the grading of the job**

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| **Person Specification** | | | |
| **Category** | **Requirement** | **Essential or Desirable** | **Assessment method**  **Application Form (AF)**  **Interview (I) Test (T)** |
| **Experience/**  **Knowledge** | * Knowledge of Open Spaces services * Experienced in the use of grounds maintenance equipment * Knowledge of Health and Safety legislation * Knowledge of COSHH legislation | * Essential * Essential * Desirable * Desirable | * AF/I * AF/I * AF/I * AF/I |
| **Qualifications** | * Full driving license * Any applicable NPTC or LANTRA qualifications | * Desirable * Desirable | * AF/I * AF/I |
| **Competencies** | * Able to work alone or as part of a team * Ability to accurately carry out verbal and written instruction * Ability to follow Health and Safety instructions * Good communication skills | * Essential * Essential * Essential * Essential | * AF/I * AF/I * AF/I * AF/I |
| **Personal Qualities and Attributes** | * Self-awareness * Openness, honesty, and integrity * Personal resilience * Ability to work under pressure * Fairness and consistency * Ability to challenge self and colleagues constructively and sensitively * Flexibility and enthusiasm to adapt and develop new ideas and initiatives | * Essential * Essential * Essential * Essential * Essential * Essential | * AF/I * AF/I * AF/I * AF/I * AF/I * AF/I * AF/I |
| **Behaviours:** | * Effective communication * Working together * Taking personal responsibility * Putting Great Yarmouth First * Respecting others * People focused * Embracing change | * Essential * Essential * Essential * Essential * Essential * Essential * Essential | * I * I * I * AF/I * AF/I * AF/I * AF/I |