

<p>Title Craftsman Grounds person</p>	<p>Department Environment and Resources</p>	<p>Post Ref. Grade 2</p>
<p>Job Purpose To deliver an effective and efficient daily grounds maintenance service to designated establishments</p>		
<p>Key Responsibilities</p> <ol style="list-style-type: none"> 1. Skilled horticultural sportsground/arboricultural operations, including all duties as grounds person. 2. Measuring, setting out and marking of all sports facilities, including football, hockey, rugby and athletics. 3. Preparing and maintaining sports facilities, including facilities for soccer, hockey, rugby, athletics, tennis, cricket, bowls, golf and all other sporting events. Facilities to include natural turf, hard porous, other non-turf surfaces including concrete, tarmac, simulated turf and other synthetic surfaces. 4. Maintaining the landscape and grounds, including the maintenance and preparation of border shrub care, pruning and tree work. 5. Apply chemicals in the operation of landscape maintenance. 6. Maintaining plant, machinery and equipment. 7. Working on all aspects of landscape construction and development of sports facilities, including cultivation and seeding, grading and planting trees and shrubs. Facilities to include natural turf, hard porous, other non-turf surfaces including concrete, tarmac, simulated turf and other synthetic surfaces. 8. Any other duties which may reasonably be regarded as within the nature of the duties and responsibilities/grade of the post as defined, subject to the proviso that normally any changes of a permanent nature shall be incorporated into the Job Description in specific terms. 9. Taking reasonable care for the health and safety of him/herself and other persons who may be affected by his/her activities and 	<p>Key Accountabilities</p> <ol style="list-style-type: none"> 1. To support the delivery of an effective landscape service on designated sites , in compliance with the agreed contract specification/service level agreement 2. Accountable for personal health and safety and contribution towards the health and safety of all other site users. 3. Accountable for the security of the designated premise 4. Accountable for the care and storage of landscape chemicals, equipment and machinery used on site. 5. Accountable for the administrative paperwork based on site which relates to landscape frontline service (timesheets/holiday forms/health and safety documentation) 	

where appropriate safeguarding the health and safety of all persons under his/her control and guidance in accordance within the provision of health and safety legislation.

10. Exercising proper care in handling, operating and safeguarding any equipment or appliances provided and issued by the County.

Other Duties:

Taking reasonable care for the health and safety of him/herself and other persons who may be affected by his/her activities and where appropriate safeguarding the health and safety of all persons under his/her control and guidance in accordance within the provision of health and safety legislation.

Exercising proper care in handling, operating and safeguarding any equipment or appliances provided and issued by the Count

The post holder will perform any duty or task that is appropriate for the role described

Person Specification	
<p>Education and Knowledge</p> <ol style="list-style-type: none"> 1. NVQ Level 2 in Grounds Maintenance, City and Guilds Certificate in Grounds Maintenance or Equivalent Qualification. 2. Basic Literacy and Numeracy 	<p>Personal skills and general competencies</p> <ol style="list-style-type: none"> 3. Puts into practice the Council's commitment to excellent customer care. 4. Works efficiently and effectively and actively looks for ways of improving services and outcomes for customers. 5. Works well with colleagues but also able to work on their own initiative. 6. Shares the Council's commitment to providing a safe environment for customers and staff and also treating all with respect and consideration
<p>Experience</p> <ol style="list-style-type: none"> 7. Comprehensive knowledge of Grounds Maintenance Techniques. 8. Comprehensive knowledge of Grounds Maintenance Techniques. 9. Personal reliability, flexibility and trustworthy 10. Ability to supervise and cover during short term absence of the Team Leader 11. Ability to work as part of a team and on own initiative 	
<p>Role Dimensions</p> <ol style="list-style-type: none"> 12. To understand customer needs and to provide a high standard of customer service 13. High level of punctuality and attendance levels. 14. An understanding and commitment to Nottinghamshire County Councils core policies and procedures, including Equality and Diversity. <p style="text-align: right;"><i>Please attach a structure chart</i></p>	

Date

Tier 7 - Frontline Roles