JOB DESCRIPTION

Job Title                        Garden / Maintenance Operative
Department                      Property Services
Reporting to                    Health / Safety and Facilities Manager
Responsible for                None

Job Summary

A competent Garden Operative to carry out a high standard of garden and clearance work to include but not limited to grass cutting, strimming of grass and hedge cutting, weeding, spraying and tree pruning.

Main Tasks & Responsibilities

Carry out the highest standard of grass cutting, strimming, hedge cutting and tree pruning

Work to include:

- Cutting of grass with a rotary mower or ride on mower (dependent on location) and tidying area after.
- Strimming of gardens and grassed areas.
- Weed spraying with appropriate chemicals
- Litter picking grassed areas before cutting grass.
- Cutting of hedges and pruning when required, taking care and attention.
- Sweeping of paths, leaving area clean and tidy.
- Cleaning of all tools and equipment after use.
- Various grounds maintenance tasks.

You will be mainly working in a team of four, occasionally as part of a larger team of more than four.

To ensure our internal and external customers receive a courteous service.

Undertake any additional, ad-hoc tasks as deemed necessary by the Health / Safety and Facilities Manager.
Take responsibility for your own personal safety and that of your colleagues and others around you, ensuring compliance with FCH Health & Safety Policy and Procedures at all times.

Any other Gardening or associated duties as may be reasonably requested by you line manager.

This will entail working longer hours during the summer and less hours during the winter period.

**Other tasks**

To promote equal opportunities and diversity in service delivery.

To promote Freebridge, its core values and ethos.

To foster constructive and collaborative working relationships with stakeholders and partner organisations.

To participate in the continuous improvement of service delivery ensuring that policies and procedures comply with legislation and regulatory requirements.

To respect the need for confidentiality when processing personal/customer data.

**PERSON SPECIFICATION**

**KNOWLEDGE & EXPERIENCE**

*Essential*

Previous experience in a similar role

Minimum of 3 GCSE passes or equivalent

A college qualification or background of gardening and horticulture.

Hard working with a willingness to learn new skills.

Self motivated and enjoy working as part of a supportive team.

Good listener.

Work on own initiative.

The ability to deal effectively & non-prejudicially with a range of customers, as well as to communicate clearly with colleagues at all levels.

Full UK Driving licence.

*Desirable*

Chainsaw certificate from recognised training provider

NPTC, Spraying certificates PA1 and PA6 or equivalent
Garden machinery knowledge to include fault diagnosis and ability to carry out minor repairs.

An understanding of the needs of social housing customers and a commitment to providing a professional service.

Understanding and knowledge of Waste Transfer

Understanding and knowledge of Health and Safety

**SKILLS**
Common sense
Tact
Ability to adhere to procedures
Good Organisation skills

**ATTITUDE**
Hardworking
Self motivated
Ability to use Innovative whilst working alone
Enthusiastic
Flexible and versatile approach to work
Team player