



ADUR & WORTHING  
COUNCILS  
Environmental Services

### Person Specification

<b>Authority</b>	Adur District Council / Worthing Borough Council
<b>Directorate/Division</b>	Communities / Environmental Services
<b>Section</b>	Parks and Open Spaces
<b>Post Title</b>	Leisure Attendant
<b>Post Number</b>	TBC
<b>Accountable To</b>	Head Ranger
<b>Management Responsibility For</b>	None
<b>Authority to Liaise With</b>	<p><u>Internal</u></p> <p>1) Colleagues in Parks and Foreshore 2) Colleagues in other departments of the Councils.</p> <p><u>External</u></p> <p>1) General public (park and service users) 2) Park Friends Groups 3) Community Groups 4) Contractors 5) Allotment Holders and</p>

<b>Area</b>	<b>Requirements</b>	
<b>Qualifications</b>	<b>Essential</b>	<b>Desirable</b>
	Full current driving licence with B&E Entitlement	
<b>Knowledge &amp; Experience</b>		
(e.g. Technical, Administrative, Managerial – use one or more categories as/where appropriate)	Can demonstrate practical skills and experience  Experience in the use of common tools and equipment.  Numeratorate and literate	

<b>Skills</b>		
Communication/ relationship	Able to communicate effectively with colleagues, local communities, contractors, schools, voluntary organisations.	
Analytical/ judgmental	Able to understand and follow instructions and comply with policies and procedures	
Planning/ organisational	Working knowledge of health and safety at work  Able to work effectively and efficiently  Understanding of personal and organisational responsibilities	
IT	Competent in the use of common IT systems such as email and google packages.	
Health & Safety	Practical understanding and working knowledge of health and safety at work	
<b>Abilities</b>		
Physical	Work at times is physically demanding	
Working conditions	Outside, all weathers	
<b>Other</b>		