



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 Foreshore	
<b>Post Title</b>	Grounds Maintenance Operative	
<b>Post Number</b>	TBC	
<b>Accountable To</b>	Grounds Maintenance Team Leader	
<b>Management Responsibility For</b>	None	
<b>Authority to Liaise With</b>	<u>Internal</u>  1) Colleagues in Parks and Foreshore 2) Colleagues in other departments of the Councils.  <u>External</u>  1) General public (park and service users)	
<b>Area</b>	<b>Requirements</b>	
<b>Qualifications</b>	<b>Essential</b>	<b>Desirable</b>
	GCSE Maths and English grade C or above (or equivalent qualification)  Full current driving licence with B entitlement  First Aider at Work Qualified	Full current driving licence with B+E entitlement  Work towards achieving First aid at work qualification

	Willing to achieve PA1 & PA6A spraying certificate	
<b>Knowledge &amp; Experience</b>		
(e.g. Technical, Administrative, Managerial – use one or more categories as/where appropriate)	<p>Experience of operating in a grounds maintenance environment.</p> <p>Working knowledge of health and safety at work.</p> <p>Operation and maintenance of grounds maintenance machinery including ride on mowers.</p>	Health and Safety COSHH training
<b>Skills</b>		
Communication/ Relationship	Able to communicate effectively with Team Leaders and other team members and the General public	
Analytical/ judgmental	<p>Excellent level of attention to detail in order to carry out machinery checks and inspections.</p> <p>Able to follow instructions</p> <p>Awareness of Health and Safety, both personal and third party.</p>	
Planning/ organisational	Able to work effectively and efficiently under own initiative.	
IT	Must be competent in the use of Smartphone and email systems	

Health & Safety	<p>Competence and a good working knowledge of all aspects of health and safety at work including knowledge of relevant legislation eg. COSHH, H&amp;SWA, Risk Assessments</p> <p>Demonstrable experience and competence in carrying out health &amp; safety inspections of grounds maintenance machinery and equipment.</p>	
<b>Abilities</b>		
Physical	<p>Must be able to work within a physical role which will include lifting heavy items, being on your feet and carrying out physical tasks throughout the whole day.</p> <p>Must be able to access sites in all weathers.</p>	
Working conditions	Outside, all weathers can be dirty and dusty.	
<b>Other</b>		