



FALMOUTH TOWN COUNCIL

JOB DESCRIPTION

Multi-Skilled Operative

Grade 2/3 SCP 10-17 £14338 - £17372(Subject to National Pay Award from 01/04/2016)

RESPONSIBLE TO: Grounds & Facilities Manager

MAIN RESPONSIBILITIES will include:

1. To be aware of your responsibility under Health & Safety law, taking reasonable care of yourself, your colleagues, other contractors and members of the public at all times whilst at work, you should be familiar with the process of risk assessment, comply with safe systems of work and should actively promote a safety culture within the workplace.
2. To be fit enough, willing and able to carry out regular programmed activities including grass cutting on a variety of sites throughout the town, with the ability to work diligently and efficiently both as part of a team and when appropriate on your own initiative.
3. To adopt necessary measures to be able to work outdoors in a variety of weather conditions to ensure continuity and service targets are met.
4. To be aware and physically able to work safely in areas of public occupation, at heights, on banks and near to the highway
5. To take pride in your delivery of the entire range of grounds maintenance operations in line with best practice to the highest standards of horticulture, constantly striving for continuous improvement.
6. To be competent in the use of a range of horticulture related machinery and equipment and to undertake any further training required for new or unfamiliar equipment.
7. To carry out a pre-use visual safety inspection and the day to day maintenance of horticulture related machinery, such as the daily checking of oil levels/ greasing. To not use defective machinery and report defects.

8. To ensure tools and items of equipment are kept clean, sharp and stored safely/securely. To not use defective tools or equipment and report defects.
9. To participate in the clearance of litter, weeds etc from all areas, including designated footpaths and that all bins are emptied maintained.
10. To carry out minor tree works.
11. To assist the Sexton in grave digging operations to ensure the Council's requirements as a Burial Authority are adhered to.
12. To store, handle and apply pesticides in line with your training and best practice, being aware of environmental impacts and keeping the necessary records.
13. To be willing to assist with the cleansing of public conveniences when required.
14. To carry out minor tree works.
15. To assist with event management including, marshalling duties, traffic management, signage, barriers etc, these duties will require you to carry out weekend and evening working on occasions.
16. To assist the Council's Property and Inspection Officer to ensure the compliance regimes applicable to Council buildings and facilities are adhered to, with the ability to carry out these duties in his absence.
17. To ensure the clearance of litter, weeds etc from all areas is carried out, including designated footpaths and that all bins are maintained.
18. To take part in the removal of excess seaweed in accordance with protocols for designated beaches, when required.
19. To maintain seats, shelters, notice boards and other street furniture as directed.
20. To work alongside and assist appointed volunteer groups in the delivery of community projects.
21. To drive Council vehicles in a courteous and safe manner, ensuring all are kept clean and tidy
22. To adhere at all times to the policies and instructions of the Council.
23. The above list is an example of the duties and there will be other duties that might reasonably be required.