

## EAST CAMBS TRADING COMPANY (ECTC)

### JOB PROFILE

JOB TITLE:	ECTC GROUNDS MAINTENANCE OPERATIVE	POST NO:	ECT001
REPORTS TO:	PARKS AND OPEN SPACES TEAM LEADER	DATE:	FEBRUARY 2019
DEPARTMENT:	EAST CAMBS TRADING COMPANY (ECTC)		

#### **Purpose**

To undertake a range of grounds maintenance tasks, including the use of ride-on and pedestrian controlled machines, powered hand tools and equipment to maintain open spaces, closed churchyards and car parks throughout the district.

#### **Principal Accountabilities:**

1. To carry out a range of grounds maintenance tasks, such as grass cutting, hedge cutting, raking, edging, planting, weeding, strimming, sweeping, litter picking, chemical application, sports pitch line marking etc. Including driving and operating a wide range of vehicles, plant and equipment including towing trailers and operating pedestrian and ride on machinery and hand held equipment to maintain parks and open spaces to the require standards.
2. To carry out as required (based on level of experience/training received) tree maintenance work to a high standard, including the use of chain saws and climbing equipment (where appropriate).
3. To undertake daily routine safety and maintenance checks ensuring that vehicles, machinery and equipment used is well maintained, kept clean and not exposed to the risk of damage or loss/theft and report any concerns to your Team Leader without delay. To assist with health and safety risk assessments as required and ensure compliance at all times. To ensure that all equipment and supplies are stored safely in accordance with H&S regulations at the Depot.
4. To complete documentation relating to the role, such as daily timesheets, vehicle/equipment checks etc.
5. To use approved equipment and follow manufacturers recommended guidelines and application rates when undertaking the application of Herbicides ensuring that all allocated areas are maintained in accordance with the agreed grasscutting cycle and specification to meet the required standards.
6. To maintain a sound knowledge of Health & Safety Regulations and ensure that safe systems of work are complied with at all times.
7. To assist the maintenance team as required, particularly during the winter months.
8. To assist during elections, including the distribution and collection of polling booths and ballot boxes.
9. To provide support to the Council in responding to civil emergencies.

10. Any other duties of reasonable nature as directed by the Parks and Open Spaces Team Leader and/or Open Spaces & Facilities Manager.

**Special Conditions**

Must hold a current full driving licence with B+E entitlements  
Protective Clothing as supplied must be worn.  
Differential summer/winter hours of work.

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Business Travel (Cross) Van Provided

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**Pre-employment Checks**

Fraud and Corruption Checks  DBS - Disclosure