

Bracknell Town Council

<b>Job Title:</b>	<b>Recreational Facilities Manager (RFM)</b>
<b>Department:</b>	Grounds
<b>Salary:</b>	£36,922—£49,213 (Scale Point 33 to 45) subject to knowledge and experience
<b>Reports To:</b>	Town Clerk

**PERSON  
SPECIFICATION**

<b>FACTOR</b>	<b>REQUIREMENT</b>	<b>METHOD OF ASSESSMENT</b>
QUALIFICATIONS	<p>D A BSc Environmental Biology</p> <p>D A Post Graduate Diploma in Environmental Management</p> <p>E To hold a First Aid Appointed Person Certificate &amp; have had Fire Warden Training</p> <p>D A Certificate or Diploma in horticulture, Grounds Management or turf management</p>	Application Form
EXPERIENCE	<p>E Experience of managing &amp; motivating staff</p> <p>E Experience of working on own initiative and reporting performance outputs</p> <p>E Experience in the management of horticulture and Sports grounds maintenance operations including grass cutting strimming, hedge cutting, weeding.</p> <p>E Experience in the safe use and maintenance of plant and equipment used in grounds maintenance and specialist turf management.</p> <p>D Experience in the management of arboricultural operations including tree maintenance, and woodland management.</p> <p>E Experience in the safe use of and application of chemicals and products in open spaces and fine turf if required</p> <p>D Experience in the management of cemetery maintenance and burials.</p> <p>E Experience of managing health and safety in the work place and of conducting and reviewing risk assessments.</p> <p>D Familiarity with the safety requirements and maintenance of play equipment for differing age ranges.</p> <p>E Experience working in a collaborative way with other organisations and communities of place and interest.</p> <p>E Experience in maintain and improving the environmental standards</p> <p>D Experience of Microsoft packages</p>	Application Form
KNOWLEDGE/SKILLS	<p>E A knowledge of basic plant, equipment and building maintenance and related routine safety checks.</p> <p>E A knowledge of horticultural and grounds maintenance</p> <p>E A thorough knowledge of health and safety and relevant legislation appropriate to the area of work</p> <p>D An understanding of the administration of cemeteries and burials</p> <p>E Ability to keep records and undertake costing of services</p> <p>E Ability to direct, motivate and develop staff.</p> <p>E Computer literate</p> <p>D Project Management skills</p> <p>D An understanding of local government and its interface with the community sector.</p>	Application Form and Interview
OTHER	<p>E Commitment to improving efficiency and effectiveness</p> <p>E Ability to be self-motivated and innovative</p>	Application and Interview

	<p>E Commitment to customer care and equal opportunities in service delivery</p> <p>E Proven communications skills</p> <p>E Ability to balance conflicting demands and to find acceptable ways forward.</p> <p>E Ability to understand and implement contracts from outside contractors</p> <p>E ability to read and understand technical plans and drawings</p> <p>E ability to work within a budget</p>	
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