

Grounds Person – Grounds Team

JOB PURPOSE

As part of a team maintain the Town Council's facilities to present an attractive, welcoming and safe environment for Staff and Service users.

RESPONSIBILITIES

Operational:

- Ground staff report to the Assistant Recreational Facilities Manager on a day-to-day basis.
- The ideal candidate for this position will have grounds maintenance experience.
- You will be used to working outdoors sometimes in inclement weather.
- You will be required to work at any of the Bracknell Town Council's site and will be required to utilise specialist equipment.
- Following training to maintain and repair play areas
- You will be able to lift and undertake heavy manual tasks.
- Experience of ground maintenance would be an advantage along with a sound knowledge of risk management.
- Relevant qualifications ie PA1/PA6, LANTRA based machine operations would be desirable, but training will be available for the right person.
- Adhere strictly to all health, safety and operating protocols established by the Council
- Drive Bracknell Town Council vehicles between work sites in compliance with road regulations.
- Assist with ancillary grounds keeping duties such as watering, pressure washing, playground inspections and landscaping tasks as needed, subject to experience/training.
- Maintain accurate logs and documentation related to equipment operation, maintenance and work completed.
- Participate in training programs to maintain certifications and enhance relevant skills.
- Good can do attitude is essential for the role due to the requirements of the role

Financial: No financial responsibilities

ACCOUNTABILITIES

- Complete tasks within time allocated
- Complete all tasks to a high standard
- Utilise machinery specialist equipment in accordance with instructions.
- Liaise with other staff and service users /members of the public in a professional manner
- Work in accordance with the Council's Code of Conduct for staff
- Comply with the Council's health and safety requirements to achieve a safe working environment for staff and service users
- Record hours worked in order to complete timesheets
- Record/report any incidences of damage/vandalism straight away to Line Manger

KEY PERFORMANCE INDICATORS

- 95% of tasks completed within time allocated
- No complaints received from Line Manager / public regarding the work completed
- No problems /incidents with the use of specialist equipment
- No complaints regarding attitude to other staff or members of the public
- No breaches of the Code of Conduct
- No incidences of failure to comply with health and safety requirements
- Timesheets correctly completed and delivered to the office on time
- Must undertake compulsory training and complete all documentation such as HAV's books.

CHALLENGE, CREATIVITY & DECISION-MAKING

- Conducting risk assessments related to equipment operation
- Evaluating and responding to unexpected situations or issues
- Reporting incidents, vandalism or hazards promptly
- Exercising situational judgement when dealing with difficult circumstances
- Proactively identifying training needs for new equipment or procedures

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NECESSARY KNOWLEDGE, SKILLS & EXPERIENCE

- Valid / clean UK driving license
- Experience of grounds maintenance and good eye for details.
- Experience in Construction projects, desirable but not essential.
- Experience in safely operating machinery in public spaces like parks and sports facilities preferred, ride on mowers/tractors, small machinery for grounds maintenance.
- Able to work independently with a self-motivated, safety conscious approach
- Enthusiastic commitment to ongoing training and professional development
- Possession of related certifications in horticulture or grounds operations is an advantage
- Experience of sports and turf amenity maintenance and ability/desire to improve/learn these processes.

Bracknell Town Council is seeking a Grounds person to join our team maintain the Bracknell Town Council's recreation areas and play equipment. This is a full time, permanent role maintaining the Council's parks, open spaces and sports facilities.

Benefits:

- Competitive salary plus 27.2% employer contribution to Local Government Pension scheme
- 23 days annual leave (increasing to 26 days after 5 years' service)
- Discounted hire of Bracknell Town Council facilities

Hours:

Full time 37 hours per week

Monday to Thursday 7:30am to 3:30pm

Friday 7:30am to 3:00pm

Apply now for this opportunity to join a dedicated parks and grounds team in maintaining the green spaces of Bracknell

How to apply:

To apply please send your CV and cover letter (include in your letter why you want the job and what you will bring to the role) to :

accounts@Bracknelltowncouncil.gov.uk

Or

**Post/delivery to Bracknell Town Council, Brooke House, 54 High Street, Bracknell
Berkshire RG12 1LL**

Please make sure that you list all your current qualifications and experience

Closing Date 28th February 2025

**Starting Salary will be based on qualifications and experience
(£24,790 to £28,163 NJC scale point 5 to 13)**

Interviews will be held on 6th and 7th March 2025 in Bracknell