SECTION ONE

Directorate: Environmental Care
Post Title: Gardener / Gravedigger / Driver
Grade: SCP 12 - 15
Post Number:

SECTION TWO

Responsible to: Grounds Services Manager
Responsible for: -

SECTION THREE – Overall purpose of job

To undertake a range of duties within the Grounds Maintenance Unit associated with horticultural tasks, grass cutting and grave digging.

SECTION FOUR – Principal Responsibilities

1. The proper and safe use of mechanically propelled and pedestrian grass cutting equipment.
2. Routine daily and periodic cleansing and maintenance of 1. Above as instructed or directed.
3. To drive and be responsible for any allocated Council vehicle (in accordance with the Standing Instructions for Council drivers).
4. General assistance with a range of general / horticultural activities including cultivation, planting, pruning, weeding, watering, grave digging, strimming and hedge trimming.
5. Assistance as required or directed with a range of activity associated with sports pitches and general turf management.
6. Clearance of litter, leaves and debris including hand sweeping etc.
7. Assistance as required or directed with a range of routine activities associated with the Nursery.
SECTION FIVE – Main levels of contact

Internal: Manager, Supervisor and Colleagues.

External: General Public.

SECTION SIX – Special features of the post

- Working outdoors
- Working at Kettering and Corby

SECTION SEVEN

| Job Description prepared by: (Manager) …………………………………………………………… | Date …………………….. |
| Approved by: (Personnel) …………………………………………………………………………… | Date …………………….. |
| Agreed by: (Post holder) …………………………………………………………………………… | Date …………………….. |