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**Job Description**

**JOB TITLE :** Public and Green Space

Operative – Fitter S3F

**GRADE :** Indicative Grade 5

**POST NO :** 3624/3626

**SERVICE :** Public Realm

**UNIT :** Public and Green Spaces

**REPORTS TO :** Public and Green Space Team Leader and others as instructed

**RESPONSIBILE FOR :** N/A

**LIAISON WITH :** Public Realm and other Council staff, Public and Green Space Team Leaders, Councillors, Police, Members of the Public

**PURPOSE OF JOB**

To be responsible within your neighbourhood and as part of a team for maintaining the Public Realm.

**MAIN ACTIVITIES**

1. Identifying and undertaking repairs to structures and equipment within Public Realm, such as welding, fabrication, minor brickwork repairs, groundworks, carpentry.
2. Undertaking installations of equipment and structures such as play equipment and fencing, and delivery of hard and soft landscaping projects.
3. Basic repairs and replacements to non-potable water systems.
4. Graffiti removal using specialist equipment and chemicals. Use of hot-wash, gum removers and similar street cleaning equipment and plant
5. Use of chemicals such as pesticides or specialist cleansing agents.
6. Using pedestrian powered equipment such as mechanical sweepers and rotary mowers, and hand-held and pedestrian power tools (esp battery powered) for example power washers, drills, hoover packs, air brooms, strimmers or knapsack sprayers.
7. Tractor driving and the use of mounted and trailed equipment
8. To undertake report writing and data collection regarding health and safety checks, condition status, and incident recording.
9. Horticultural grounds maintenance and vegetation management tasks such as cutting grass, trimming weed growth and overhanging shrubs, hedge trimming, shrub bed maintenance.
10. To be aware of the need for basic regular safety inspections of your area of work.
11. Working with the enforcement officers on reporting environmental issues e.g. stray dogs, dog fouling, dogs off leads, abandoned cars, littering, bins left on pavements.
12. Advising/mentoring others in the team especially agency staff
13. To undertake training on the safe use of equipment and safe working practices and to achieve consistently good performance
14. To take part in the exchange of ideas and participate in future improvements.
15. To undertake work in a safe and effective manner at all times, following City Council policies and procedures, and to be responsible for your safety and that of the public
16. To use IT solutions that support mobile working and efficient responses to demand.
17. To work flexibly at evenings and weekends when required to meet the demands of the service
18. To support operations across the whole Public Realm service where required
19. Such other duties relevant to the post and grading relating to the job description overall which may from time to time be deemed appropriate.

**DATE LAST UPDATED:** Jun 2017

**Person Specification**

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| **SELECTION CRITERIA** | **ESSENTIAL**  **✓** | **DESIRABLE**  **✓** | **CATEGORY** |
| **QUALIFICATIONS & KNOWLEDGE**  5 GSCEs at Grades A-C or equivalent  Recognised qualification (or working towards) in a relevant area of fabrication and repair of metal, wooden and or engineered construction, cleansing or grounds maintenance  Knowledge of health and safety regulations  and requirements  Welding qualification | **✓**  **✓**  **✓** | **✓** | A, C  I  A, C |
| **EXPERIENCE & SKILLS**  Experience of fabricating and implementing repairs to a wide range of structures and equipment  Experience of working with specialist  fabrication, repair, cleansing or grounds maintenance equipment  Experience of problem solving in a high pressured frontline service environment  Experience of working with mobile communications devices  Experience of cleansing, horticultural or  grounds maintenance services  Able to work as part of a team and undertake the full range of duties | **✓**  **✓**  **✓**  **✓**  **✓** | **✓** | A, I, R  A, I, R  A, I, R  A, I, R  A, I, R  A, I, R |
| **SPECIAL REQUIREMENTS & ATTITUDE**  Good communication and interpersonal skills  Good problem solving skills  Robust and self-motivated, able to work on own initiative  Good organisational skills  Ability to identify risks and hazards in the Public Realm.    Good negotiation and conflict resolution skills and ability to remain calm, patient and polite when confronted with difficult situations  Ability to mentor staff and ensure that they develop and maintain the right skills, behaviours and attitudes required in the job  Able to undertake lengthy daily foot patrols, negotiate stairs and heights, access difficult terrain such as woodlands, carry moderately heavy equipment and undertake the full range of manual duties as part of a team in a demanding outdoor environment  Smart appearance | **✓**  **✓**  **✓**  **✓**  **✓**  **✓**  **✓**  **✓**  **✓** |  | A, I, R  A, I ,R  A, I ,R  A, I, R  A, I, R  A, I, R  A, I, R  A, I, R  I |
| **OTHER**  Driving licence  Prepared to work outside of normal hours when required | **✓**  **✓** |  | A, C  A, I |

**COMPLETED BY: Paul Faulkner. Public and Greenspace Manager**

**DATE: June 2017**

**CATEGORY:** A – Application, C - Certificates, T – Testing, I – Interview, R - Reference