

ENVIRONMENT AND REGENERATION DEPARTMENT

Parks Section – Seasonal Gardener/Labourers (24.04.23 – 22.09.23)

Pay Band 1 (SCP 10 – 12) £20,331 - £22,708

It is Council policy to pay at least the living wage so the above post would be paid at SCP 10 + LWA which is £21,260.

If you are enthusiastic, green fingered and hands on with a desire to keep all gardens, grounds and parks beautifully presented and maintained then we would like to receive an application form from you. As well as having practical experience you should be hardworking, flexible and self-motivated. Applicants must be physically able to undertake the demands of the job.

Application packs can be obtained from the HR Section on 696455, downloaded from www.douglas.im or collected from the Henry Bloom Noble Library. Closing date for the receipt of completed applications is 5.00 pm, Friday, 3rd March 2023.

Miss K J Rice, Chief Executive, Town Hall, Ridgeway Street, Douglas, Isle of Man, IM99 1AD

PUBLIC SERVICE COMMISSION MANUAL & CRAFT WORKER MEMORANDUM OF AGREEMENT 2015

JOB OUTLINE

DEPARTMENT	Environment & Regeneration
SUB-SECTION	Parks Section
DESIGNATION	Seasonal Gardener/Labourer
REPORTS TO	Chargehand Gardener
DURATION OF POST	Seasonal (24.04.23 – 22.09.23)
GRADE	Pay Band 1, SCP 10 – 12 (£20,331 - £22,708) pro rata Commencing on point 10

It is Council policy to pay at least the living wage so the above post would be paid at SCP 10 + LWA which is £21,260.

HOURS OF DUTY	Normal hours of work – 37 hours per week		
	Monday – Thursday	8.00 am	4.00pm
	Friday	8.00 am	3.30pm
	(½ hour lunch daily)		
	No overtime payments paid until 37 hours have been worked.		

JOB PURPOSE

To undertake work and assist higher grade gardeners in the maintenance of grounds in parks, housing estates, cemeteries, highway areas and similar open spaces.

SUMMARY OF MAIN DUTIES

1. Undertaking general maintenance with minimal supervision to complete tasks including mowing, hedge trimming, planting, pruning, seeding, litter clearance, and application of chemicals.
2. Ground maintenance such as basic setting out and marking of sports pitches along with the upkeep of artificial/synthetic pitches, to include the erection and dismantling of sports and other equipment and any cleaning required in public buildings such as changing rooms.
3. Soft and hard landscaping to include simple construction work.
4. Use of and routine daily maintenance of various horticultural hand tools, power tools, and plant, including the operation of tractor-mounted equipment if required.

5. Delivery/collection of supplies.
6. To accept responsibility for the direction of work of trainees and/or other employees assigned to the postholder.
7. Interdepartmental working as required/necessary.
8. Such other duties of a similar level of responsibility as may be required from time to time by the Chargehand, Assistant Heads of Parks or the Head of Parks.

<u>SKILLS REQUIRED</u>	<u>Essential</u>	<u>Desirable</u>
A full clean valid driving licence		X
An NPTC Certificate in pesticide application or the willingness to gain such Certificate		X
Experience in public sector parks and gardens		X

HOW MANY EMPLOYEES DOES THE JOB OCCUPANT SUPERVISE?

None

WHAT RESOURCES IS THE JOB OCCUPANT RESPONSIBLE FOR (i.e., building plant, equipment, machinery, appliances, tools and materials)?

1. All tools, equipment and materials belonging to the Parks Department.
2. All vehicles belonging to or on hire to the Borough of Douglas.

DOES THE JOB OCCUPANT HAVE CONTACT WITH MEMBERS OF THE PUBLIC, AND IF SO, FOR WHAT PURPOSE?

On a daily basis as part of the role.

DOES THE OCCUPANT WORK ALONGSIDE THE PERSON HE/SHE REPORTS TO?

Yes.