

Arborist

Grade 5, SCP 20 – 26 (£32,228 - £38,539)

We are looking for an enthusiastic arborist to work within our Arborist Team. Reporting to the Head Arborist you will be part of a team of professionals responsible for providing an excellent arboriculture service. You will undertake Arboriculture works to ensure the health, safety and general maintenance of the tree stock. You will work as part of the emergency 'call out' service, when required. You must be a strong communicator, both written and verbal, and be computer literate.

If you have worked in a similar position and have experience in arboriculture (to include aerial rescue, tree climbing, pruning and planting) and hold a NPTC chainsaw proficiency certificate then we would welcome an application from you.

For the above post, you must be physically fit and prepared to work outdoors in all-weather conditions. You must also hold a full clean valid driving licence.

An application form and full role details (job description) can be downloaded at www.douglas.gov.im or by contacting the HR Section on 696455.

The closing date for the receipt of completed applications is:

- **Friday, 11th July 2025 at 5.00 pm**

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

Douglas City Council is committed to recruiting a diverse and highly talented workforce representative of our City and are committed to ensuring the recruitment and selection process is inclusive and accessible to all. We encourage applications from people of all backgrounds and aim to have a workforce that represents the City we serve.

JOB DESCRIPTION

DEPARTMENT:	Environment & Regeneration
SUB-SECTION:	Parks Section
DESIGNATION:	Arborist
REPORTS TO:	Head Arborist
GRADE:	5, SCP 20 - 26
BASED AT:	Ballaughton Nursery
DURATION OF POST:	Permanent
HOURS OF WORK:	37 hours per week No overtime payments paid until 37 hours have been worked
WORK PATTERN:	Monday – Thursday 08:00 – 16:00 (½ hour lunch daily) Friday 08:00 – 15:30 (½ hour lunch)
FLEXIBILITY:	Ability to adapt to changing circumstances and work flexibly without assigned tasks normally being disrupted. Postholder must be prepared to carry out overtime duties and to work on Public and extra Statutory Holidays as required. Postholder must also be prepared to work outside of normal working times when requested. Appropriate overtime rates, in accordance with the terms and conditions of employment, will be paid for duties undertaken outside of normal working hours.
PUBLIC IMAGE:	All personnel must wear and maintain any uniform or PPE provided. In order to provide appropriate standards of service and to maintain a good public image, it is a condition of the job that the postholder will not consume alcoholic drinks or narcotic substances during the duration of the working day. Undertake the duties of the post in such a manner as to enhance and protect the reputation and public profile of the Council.
RESOURCES:	Proper use/safekeeping of small plant/machinery/vehicles.
CONTACTS:	Routine contact with others, including members of the public.
ENVIRONMENT:	Work outside during all weathers/conditions in unfavourable/unpleasant environments/some exposure to very disagreeable elements.
SMOKING:	Compliance with the Council's Smoke-Free Workplace policy.
SUPERVISION:	Shared responsibility (up to 5).
HEALTH:	Physically fit/intense physical effort/awkward postures.
TRAINING:	Provided as required.

TRANSFERS & INTERDEPARTMENTAL WORKING: The post will be interchangeable within and between services/contracts and may be required to carry out other duties of a similar level of responsibility that may be assigned to post holder by the Line Manager provided such duties are deemed to be within the competence of the employee. Employees may be required to undertake interdepartmental working.

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

JOB PURPOSE:

Undertake skilled Arboriculture duties whilst ensuring the safe, efficient and effective completion of works within industry prescribed standards. Assist with various general duties ensuring an efficient and effective service is provided.

SUMMARY OF MAIN DUTIES:

1. Undertake Arboriculture operations specified in accordance with best practice guidance to achieve high quality standards.
2. Undertake all aspects of Arboriculture operations throughout the City and on external contracts including pruning, felling, de-limbing and cross-cutting of trees, utilising specialist equipment in an approved manner and in accordance with industry standards and certification.
3. Use, store and maintain vehicles and mechanical equipment in accordance with health and safety requirements including undertaking daily service and checks.
4. Ensure working areas are secure from hazards through the use of highway signs/traffic directions, pedestrian diversion in accordance with regulations appertaining to the Highways Act or other safe working environment guidance or legislation.
5. Undertake tree inspections, condition surveys and health and safety risk assessments and data collection and upkeep associated records.
6. Share responsibility for inspection of and accurate up to date record keeping for all Parks Section climbing equipment including ropes, ladders and shackles.
7. Undertake work on external contracts as instructed and on occasion take direct instructions from clients whilst engaged on these contracts.
8. Comply at all times with the Council absence reporting procedures ensuring the Nursery Office is immediately advised on any occasion when ill-health prevents attendance at work.
9. Share responsibility for direction of work of trainees, apprentices and/or other employees assigned to the post, including seasonal workers and work experience students.
10. Ensure safe use of all relevant tools, vehicles, equipment and machinery. Carry out daily checks to vehicles, plant and equipment and report defects for rectification. Ensure vehicles, equipment and sites are left safe and secure upon departure.
11. Assist with the review, inception and implementation of risk assessments associated with operations.
12. At all times adhere to/comply with the Council's Health and Safety Policy and Health & Safety at Work Order 1998 which includes Manual Handling/Risk Assessments/highway safety practices.
13. Ensure plant/machinery/equipment used is operated in accordance with manufacturer's guidelines, reporting all faults immediately as set out in the Council's reporting procedures.
14. Comply at all times with the Council absence reporting procedures ensuring the Nursery Office is immediately advised on any occasion when ill-health prevents attendance at work.
15. Ensure vehicles, equipment and sites are left safe and secure upon departure.

16. Assist with review, inception and implementation of risk assessments associated with operations.
17. Work flexibly to ensure Parks services operate effectively and efficiently assisting other colleagues, teams and supervisors to ensure delivery of any other duties as required.
18. When not carrying out Arboriculture operations assist Parks Services with landscape maintenance operations and development projects as required.
19. Bring to the attention of Assistant Head of Parks (Technical) any matters of a sensitive nature.
20. Responsible for ensuring health, safety and environmental risks are adequately assessed and controlled in respect of self and others.
21. Ensure equality of opportunity for all people, in service provision and in employment, and work in a non-discriminatory manner in accordance with the Council's Equal Opportunities Policy.
22. Compliance with the provisions of the Isle of Man Data Protection Act 2018, the Equality Act 2017, Computer Misuse Act 1990, Council's Constitution, policies and other relevant legislation.
23. Participate fully in discussions relating to any changes deemed necessary to the job description, reaching mutual agreement to any reasonable changes with the Council reserving the right to implement reasonable changes to the job description after consultation with the post holder, if not agreed by mutual consent.
24. Such other duties within a similar level of responsibility as may from time to time be required by Head Arborist/Assistant Head of Parks (Technical).

PERSON SPECIFICATION

Essential

1. Experience in Arboriculture, including tree climbing, pruning and planting
2. Good educational standard to GCSE level or equivalent
3. An NPTC Certificate in pesticide application or the willingness to gain such a Certificate
4. Ability to operate brushwood chipper
5. Ability to complete and keep accurate up-to-date records
6. Knowledge of safe manual handling techniques and ability to carry out manual handling operations
7. Good communication skills and the ability to deal courteously and fairly with the public
8. Ability to work effectively, independently and as part of a team
9. Basic awareness of Health & Safety Regulations
10. Basic computer skills
11. Full clean valid driving licence

Desirable

1. A formal qualification, or a willingness to gain one, in Arboriculture
2. An understanding of the operations and functions of a local authority
3. Experience of working within a local authority dealing with tress/Arboriculture issues
4. Experience in the use of elevating platform/hoist equipment
5. A full LGV or HGV driving licence