



Cumberland Council

Post Specification

Date	March 2023
Post Group Number	7653
Post Title	Parks Cleansing Operative
Job Family	Operations
Job Family Role Profile	OP3
Final Grade	5

To be read in conjunction with the job family role profile

Service Area description

To Support the council in delivering it's Council Plan to improve the health and wellbeing of local people, through delivering safe, and efficient service of the highest quality. The Grounds Maintenance Team are responsible for the horticultural maintenance, soft landscaping and site cleansing within the Parks, Civic Areas, Open spaces, Cemeteries, Sports Pitches and Urban Highway Grass Verges.

Purpose of this post

- To be a key part of the Grounds Maintenance Team involved in the keeping Council parks, cemeteries and open spaces, clean, well maintained and litter free.

Key job specific accountabilities

1. To undertake the following range of duties in the Parks, Cemeteries and Open Spaces
 - a. Litter picking
 - b. Emptying litter bins
 - c. Cleaning and washing litter bins, signs, benches etc
 - d. Removing fly tipping
 - e. Graffiti removal
 - f. Routine site checks
 - g. Assistance with winter maintenance activities
 - h. General maintenance duties
2. To complete all paperwork associated with the duties of the post.
3. To be responsible for own safety and not endangering that of colleagues, and the general public.

4. To promote best practice in meeting the requirements of Health & Safety legislation and to comply with other relevant statutory legislation.
5. Possession of a full valid driving licence
6. To work in accordance with any safety instructions issued.
7. To report all accidents or incidents and any other potential dangers immediately.
8. To deal with enquiries from members of the public in relation to services provided by the Council.
9. Undertake such other duties that are required from time to time and are commensurate with this position.

Health and safety

- To promote best practice in meeting the requirements of Health & Safety legislation and to comply with other relevant statutory legislation.
- To ensure that the Council's corporate and service specific health and safety policies are followed and training is undertaken in all relevant health and safety procedures
- To be responsible for identifying and managing all risks associated with the job role through effective application of risk assessments, internal controls, training, monitoring and review to ensure health and safety remains a top priority.

Please note annual targets will be discussed during the appraisal process

Key facts and figures of the post

Budget Responsibilities

- None

Staff Management Responsibilities

- None

Other

- Vehicles, tools and equipment within post holders use.

Essential Criteria - Qualifications, knowledge, experience and expertise

Education & Qualifications	<ul style="list-style-type: none"> ○ Literate and numerate to a minimum of NVQ level 2 (D) ○ Trained in manual handling safe lifting procedures. (D) ○ Full driving licence
Experience, Knowledge & Understanding	<ul style="list-style-type: none"> ○ Knowledge of local Authority working practices and specifications. (D) ○ Experience in maintenance procedures ○
Skills	<ul style="list-style-type: none"> ○ Good practical skills ○ Ability to follow instructions ○ Ability to drive a variety of vehicles (up to 3.5t) ○ Must be able to complete basic paperwork associated with the post.
Personal qualities & Commitment	<ul style="list-style-type: none"> ○ Able to work to a high standard ○ Able to achieve a high level of productivity/quality ○ Able to carry out physically demanding work ○ Enthusiastic and self-motivated ○ Capable of carrying out duties with the minimum of supervision ○ Able to project an admirable image of the Council to the public and clients

- Committed to leading/'living' the Council's principles and core values to ensure that Carlisle continues to be a Clear, Committed and Confident organisation (the 3 C's)
- Willingness and ability to follow instructions
- Attend on the job training as required.
- Adaptable/Resilient
- At all times to be helpful and courteous
- Ability to work as a team
- Able to work on own initiative and be flexible

Disclosure and Barring Service – DBS Checks

- This post requires a DBS check.
- The level of check required is:
 - DBS Basic

Carlisle City Council undertakes a DBS check for all employees

Job working circumstances

Emotional Demands	Working in sensitive areas – Cemeteries and crematorium grounds.
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Physical Demands	Manual work - lifting, pulling, carrying, walking
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Working Conditions	Wet, cold, hot weather conditions. Unpleasant smells, dust, working at height, dealing with sharps, dealing with aggression.
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Other Factors

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