

ROLE PROFILE

Job Title: Seasonal Grounds Maintenance Operative	Role Reports to: Assistant GM (Grounds Maintenance) Supervisor	Business Function: Fix360 - In-House Contractor
Job Purpose: <p>Working as part of a team to deliver a wide range of high-quality landscape maintenance and improvement works; resulting in a consistently high-quality environment, which Improves our schemes and estates to create positive spaces for customers. This will involve undertaking direct site-based maintenance works as part of a cyclical grounds' maintenance rota.</p>		Key Competencies: <ul style="list-style-type: none"> • Passion • Pride • Creativity • Accountability

Key Responsibilities:

1. Undertaking grounds maintenance and horticultural related tasks on Estates and Schemes to YHG specifications and agreed timescales.
2. Carrying out grass cutting, shrub pruning, weed control and the removal of litter. Along with responsive ad-hoc estate work as required e.g. fly tip removal as required.
3. Improvement works and landscape construction .
4. To conduct high quality landscape maintenance and improvement works to plans and schedules, as instructed by Assistant Supervisor and management.
5. Ensure that all reporting and recording procedures are followed; records are kept accurately and returned promptly as required.
6. Ensure all machinery, tools and equipment are maintained in good and safe working order.
7. Ensure all work sites are maintained to a high safety standard for staff, customers and the general public and that all works undertaken are in accordance with risk assessments and Fix 360 policies and procedures.
8. Be responsible for the security of the equipment whilst on site.
9. Undertake any other duties, as requested by the Fix360 Management, commensurate with the level of the job.
10. Other Environmental and Horticultural works as required

	Essential	Desirable
Knowledge	<ul style="list-style-type: none"> • Knowledge of the landscape and/or horticultural sectors and industry best practice • A good understanding of Health and Safety and experience of following Risk Assessments and being vigilant to potential hazards whilst conducting works on site, in order to keep the site safe for staff and public 	<ul style="list-style-type: none"> • Good level of geographical knowledge of the Merseyside region
Skills	<ul style="list-style-type: none"> • Proven excellent customer service skills. • Good communication skills – written and verbal • The ability to demonstrate great teamwork. • The ability to follow procedures and provide performance data of operations. • Excellent time keeping ability 	<ul style="list-style-type: none"> • Proven skills in organising a GM rota and prioritising tasks
Experience	<ul style="list-style-type: none"> • Experience in use of powered landscaping equipment • Experience in the Landscape and/or horticultural sectors 	<ul style="list-style-type: none"> • Experience of grounds maintenance delivery on a local authority or Housing contract
Qualifications/Education	<ul style="list-style-type: none"> • Full UK Drivers Licence 	<ul style="list-style-type: none"> • NVQ Level 2 in Amenity Horticulture or equivalent • PA1 & PA6 Certificates • PTC/C&G/Lantra machinery certification • Trailer License

People management responsibility	This role has no line management responsibility
Budgetary Responsibility?	This post has no budgetary responsibility
Key Relationships (internal/external)	Customers, Colleagues and Stakeholders
<p>Safeguarding of Children Young people and Vulnerable Adults</p> <p>Your Housing Group is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff to share this commitment.</p> <p>As a Your Housing Group employee, it is your responsibility to attend safeguarding training in accordance with YHG safeguarding training strategy and to be aware of and work in accordance with the YHG safeguarding policies and procedures and to raise any concerns relating to such procedures which may be noted during the course of duty.</p>	

Key Role Performance Indicators
<ol style="list-style-type: none"> 1. Achieving site visits to agreed schedules. 2. Delivering works to agreed standards of quality as specified by YHG and Fix360 Management. 3. Working safely always, promoting the safety culture of the business through compliance with policies and procedures and demonstrating excellence through a high level of site safety audit performance. 4. Customer satisfaction score at, or in excess of, current client KPI target for sites under maintenance. 5. Level of customer complaints and enquiries in line with current client KPI targets 6. Minimal tool/equipment loss and damage occurrences.

Date Role Profile Created/Updated:	March 2021
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