



PARISH OF ST. BRELADE

JOB DESCRIPTION

JOB TITLE: Gardener

DEPARTMENT: Parish Services

RESPONSIBLE TO: Municipal Services Manager

JOB PURPOSE

The provision of a comprehensive gardening maintenance and landscaping service for public garden areas, and areas of land owned or administered by the Parish of St. Brelade.

MAIN DUTIES:

- Assist in the planning, design and planting of bedding displays, shrubberies, herbaceous beds, hedges, trees and other planted areas.
- Maintain all planted areas, including pruning, strimming, digging, weeding, watering, hedge cutting, branchage, deadheading.
- Cleaning and maintenance of footpaths, car parks, and other hard surfaces as required.
- Undertake maintenance of all grass including refurbishment, mowing, edging, strimming, re-seeding, top dressing, feeding, etc.
- Landscaping projects including the creation of new garden or planted areas, construction of ponds, paths, banks, planting of trees and shrubs, new lawns, as directed by the Municipal Services Manager.
- Operate and carry out routine and daily maintenance and safety checks on a wide range of equipment and machinery.
- Provide a weekly report to the Municipal Services Manager.
- Responsibly operate a departmental mobile phone (if allocated).
- Undertake any other duties falling under the Parish Services Department.

EDUCATION, TRAINING AND/OR EXPERIENCE REQUIRED

- A recognised qualification in amenity horticulture, in conjunction with a formal apprenticeship or its equivalent or at least 5 years' practical experience in gardening would be an advantage.
- Spraying Certificates PA1 and PA6.
- Formal training and a good working knowledge in the safe use and maintenance of a wide range of machinery and equipment including ride-on mowers, pedestrian cylinder mowers, pedestrian rotary mowers, hedge cutters, strimmers, gang mowers.

- A good and up to date understanding of the Health and Safety at Work (Jersey) Law 1989 and its application to the workplace.
- The ability to create and maintain written records and data sheets are essential.
- Ability to identify plants, trees, shrubs and other planted material.
- Competency to detect pest or fungal damage to planted material and undertake the correct course of remedial action.
- Awareness of any seasonal or formative maintenance required.
- The post holder should be physically fit, as the job can involve intense physical effort.
- Basic computer skills could be required from time to time.
- A clean and current driving licence, and Medium Goods Vehicle with Trailer licence is required as the post-holder may be required to drive a vehicle.

CONTACT WITH OTHERS

- Good communication skills are essential when dealing with Parish officials, work colleagues, contractors, suppliers and the general public.

SUPERVISION OF OTHERS

- The post holder will, as occasion arises, supervise others instructing them on specific tasks to be undertaken.

SUPERVISION RECEIVED

- The post holder is required to plan and organise their daily work programme in coordination with the Municipal Services Manager or his deputy.
- Normally at the start of the working day the post holder will discuss the programme of works and any specific issues or problems that may arise.
- During the working day the post holder will largely work unsupervised and will be required to make decisions regarding any variations of the task they are undertaking.
- If necessary further communication will take place during the day with the Municipal Services Manager by means of mobile phone, if allocated one.

RESPONSIBILITY FOR RESOURCES

- The post holder will have responsibility for a wide range of tools and equipment including ride-on mowers, pedestrian mowers, strimmers, hedge cutters etc.

WORKING CONDITIONS

Physical Effort

- The job sometimes requires working in awkward positions, i.e. bending, stretching, pulling and dragging using normal to intense physical effort depending on the job in hand.

Mental Effort

- When using machinery, calibrating sprayers, applying pesticides etc. absolute concentration and alertness is required. This is particularly important in relation to the Health and Safety of the post holder, work colleagues and the general public.
- Dealing with members of the public requires tact, diplomacy and self- confidence.

- Mental effort is required when calculating numbers of plants required for a bedding scheme, designing bedding displays, planting schemes, trees and hedging etc.

General Working Conditions

- Work is undertaken in all weather conditions, except extremes of rain, hail, snow etc.
- In an emergency there is a requirement to undertake snow clearance and work arising from flooding and/or storm damage.
- Most work is undertaken outside and subject to the extremes of weather conditions, apart from during extremes of weather.
- Appropriate protective clothing (PPE) must be worn for specific tasks such as spraying or using machinery.
- The job can be very noisy and dusty when using heavy machinery.
- During the course of the day it may be necessary to lift/move heavy tools and equipment.
- Certain tasks can be unpleasant.
- All PPE will be provided by the Parish of St. Brelade.
- Applicants are required to undertake various training courses.
- Flexibility is paramount to the role, both physically and mentally.

References

- References may be required.