

GROUNDWORK

CHANGING PLACES
CHANGING LIVES



Job Description

ROLE TITLE:	Grounds Maintenance Operative
REPORTS TO:	Grounds Maintenance Supervisor
RESPONSIBLE FOR:	Delivering grounds maintenance and improvements
PRIORITY CONTACTS:	Project teams, Housing Association Redcar and Cleveland
LOCATION:	Redcar and Cleveland
SALARY:	£11.50 per hour, or National Living Wage (21 and over) £12.21 per hours 37 hours per week
DURATION:	Fixed Term until 31 October 2025, (Occasional Weekend work as required)

JOB SUMMARY

The post holder will operate in local communities and will be able to communicate positively and effectively with local people providing a professional and high-quality service. Under the direction of the Green team Supervisor they will carry out practical ground maintenance tasks to enable achievement of the work programme ensuring deadlines are met whilst maintaining quality.

KEY RESPONSIBILITIES

Key Area: Implementation of Practical Tasks

- To assist the Grounds Maintenance Supervisor to implement a variety of tasks including environmental improvements, soft landscaping, horticultural activities and access maintenance.
- To assist the Grounds Maintenance Supervisor to identify required resources to achieve the agreed work programme.

- To ensure that quality is maintained at all times.
- To ensure safe use of tools and equipment including the care and maintenance of all tools and equipment vehicle and PPE checks reporting issues or replacement needs to the line manager.
- To maintain accurate records including hours of work, job sheets, training undertaken as requested

Key Area: Health & Safety

- Ensure that all work is carried out to conform to the highest levels of health and safety requirements ensuring the safety of the general public and participants.
- Carrying out individual PPE Assessments and ensuring conformance before tasks are undertaken.
- Contribute to the risk assessment process and ensure good understanding of all hazards and risks identified.

Additional Requirements:

- Attend weekly coaching sessions with line manager and maintain a positive approach to personal development.
- Comply with all organisational policy, procedures and systems.
- To be aware of, and assume the appropriate level of responsibility for, safeguarding and promoting the welfare of children, young people and vulnerable adults and to report any concerns in accordance with the organisation's safeguarding policies
- Ability to work outside normal office hours.
- Any other duties commensurate with the level of the post.