

Job description

Job title: Grounds Worker
Grade: Grade 5
Job evaluation reference: HF711
Job family: Natural Environment

Purpose and impact

This post is part of Grounds Maintenance and Landscape Services. The role's priorities are in assisting the Senior Grounds Worker to deliver an agreed programme of works whilst providing a cost effective, high quality and customer focused service.

Key responsibilities

- To support the delivery of agreed programmes of grounds maintenance and landscape work and to assist the Senior Grounds Worker as required to produce and maintain a high standard, cost effective delivery.
- To contribute to the efficient and effective delivery and development of the wider service.
- To work collaboratively with clients, other Council staff, the community and other stakeholders to deliver services.
- Representing the service and promoting its work and being an advocate for Dorset Council and its partners.
- Dealing with customer queries and feedback and a wide range of general enquiries.
- Any other lesser or comparable duties as required.

NB: The duties and responsibilities of this post are not restrictive, and the post holder may be required on occasion to undertake other duties. This will not substantially change the nature of the post.

Supervision and management

Reporting to: Grounds Supervisor

Responsibility for:

- Ensuring customers desired outcomes are achieved.
- Ensuring deadlines are met.
- Ensuring budgets are met.

Other factors

- Responsible for ensuring risk assessments, method statements, Hand Arm Vibration records and other Health and Safety requirements are in place.
- Responsible for safe use of vehicles, equipment and tools.
- Required to use and be responsible for protective clothing.
- Off-road driving and towing trailers, both on and off road.



- Ongoing requirement for practical physical work (e.g. hazardous operations involving powered equipment such as chainsaws and driving off road).
- Manual outdoor working, throughout the year in all weathers.
- Exposure to potential biohazards or challenging public behaviour.
- To be responsible for the outcome of relationships with a wide range of internal and external contacts, including other service providers, ensuring the effective delivery/provision of the service.
- Frontline service delivery, sometimes needing to react to unplanned events.
- Working to deadlines to achieve contract and project requirements.
- An Enhanced DBS check is required.

Our values

Our values act as guiding principles, defining what we believe is important in the ways we work together. Our values are Respect, Together, Accountability, Openness and Curiosity. You will need to be able to demonstrate these values in action through the way you work, regardless of your role within the organisation. Information about our values can be found on our website.



Person specification

Your application will be assessed based on your demonstration of how you fulfil the following criteria: you should include clear examples of how you meet these criteria within your application form and during the assessment process.

Essential

Essential criteria are the minimum requirement for the above post and will be assessed through a combination of your application form, assessment, interview and references (as specified below). We will require evidence of the qualifications, training or registrations listed below.

Qualifications, training or registrations Required by law or essential to the performance of the role or both	Assessed through:
1. A formal qualification in Amenity Horticulture, i.e. NVQ Level 1 or equivalent, or equivalent relevant demonstrable experience. PA1/PA6 qualification	Application form
Experience	
2. Experience in relevant field	Application form
3. Experience in assessing and eliminating or minimising risk	Application form
Knowledge	
4. Professional knowledge of relevant law and local policy	Application form Interview Assessment
5. Knowledge of good horticulture practice	Application form Interview Assessment
6. Awareness of (and an effective approach to) good practice in respect of Health and Safety	Application form Interview Assessment
Skills and abilities	
7. Qualifications and experience in the use of commercial grounds maintenance machinery e.g. ride-on mowers, hedge cutter, brushcutter etc	Interview Assessment
8. Good communication and motivation skills	Interview Assessment
Our values	
9. Respect	Interview Assessment
10. Together	Interview Assessment
11. Accountability	Interview Assessment
12. Openness	Interview Assessment
13. Curiosity	Interview Assessment
Other	
14. Able to deal with deadlines and high work demands	Application form



15. Capable of impartial and objective judgement	Application form
16. Confident, tactful and diplomatic	Application form
17. Articulate and fluent verbal communication	Application form
18. Systematic and well organised	Application form
19. Ability to fulfil the travel requirements of the role	Application form
20. Full current manual driving licence	Application form
21. An Enhanced DBS check is required	Application form

Desirable

Desirable criteria will be used in the event of multiple applicants meeting the minimum essential requirements and if applicable, will be assessed through a combination of your application form, assessment, interview and references (as specified below). If you meet the desirable criteria, we will require evidence of the qualifications, training or registrations listed below.

Qualifications, training or registrations	Assessed through:
22. NVQ Level 2 or equivalent qualification in amenity horticulture	Application form
23. Valid Health and Safety certificate	Application form
24. Qualification in risk assessment	Application form
Experience	
25. Experience in managing staff to produce and maintain a high standard, cost effective delivery	Application form
26. Experience in managing grounds maintenance contracts and projects	Application form
Skills and abilities	
27. Qualifications and experience in the use of all commercial grounds maintenance machinery including tractors and attachments, flail hedge mower etc	Interview Assessment
28. Ability to carry out and record accurate contract costings and quotations	Interview Assessment

Approval

Manager's job title: Team Manager – Arboriculture & Grounds

Date: Updated January 2025

