



JOB DESCRIPTION: Environmental Operative

LEVEL & SALARY Level 2 – up to £18089

RESPONSIBLE TO: Environmental Team Leader

RESPONSIBLE FOR: N/a

DEPARTMENT: Housing Services

OVERALL JOB PURPOSE:

To be responsible for landscape and cleansing of open spaces within Halton Housing Trust [HHT] portfolio including landscape improvements and street cleansing duties. To be member of the teams that undertake this work and to ensure a high quality of service delivery to HHT customers.

Competencies required for the job role are:

Reference Number	Competency	Required Level
3	Customer Focus	2
13	Team Working	2
1	Commitment to the Organisation	2

Please refer to the competency dictionary for a detailed explanation of the above.

When completing your application you will need to indicate with 1 or 2 examples against each competency how you can demonstrate your competency in line with the requirements for the job role

PRINCIPLE ACCOUNTABILITIES:

1. To carry out landscape maintenance and improvement works or grass cutting operations using hand, pedestrian controlled and 'ride on' machines and specialist equipment.
2. Undertake activities utilising craft skills e.g. planting, pruning and seeding: landscape maintenance interpretation of plants, site preparation and construction.
3. Use and operation of a full range of hand tools and powered self-propelled horticultural and cleansing plant such as strimmers, chainsaws and ride-on mowing machines.
4. Ensure that all machinery, tools and equipment are maintained in good and safe working order, and adhere to Trust working practices and that sites are kept safe for both the staff and the public, in respect of Health and Safety working practices.
5. To be responsible for the security of the equipment whilst on site
6. Weed control with hand tools and chemical application.
7. Pruning of hedges and shrubs with hand and powered cutters.
8. Cleansing of areas to include litter picking and hand sweeping detritus and removal of weed growth from pavements and paths including fly tipping.
9. Constructional labouring – fencing, hard landscaping, paths, roads, watercourses and drains.
10. Assisting higher grade and other staff as members of mobile work teams.
11. To report defects and to keep accurate work records and time sheets.
12. To carry out such duties as are commensurate with the post including cover for absent colleagues

JOB CONTEXT:

To carry out the operational delivery of the landscape contract and estate services duties in line with the Local Offer.

To ensure our estates and neighbourhoods are maintained to a high standard, in consultation with customers and other stakeholders.

KNOWLEDGE AND EXPERIENCE:

A qualification in amenity horticulture NVQ level 2 or equivalent. Should include strimming, machinery use, trailer licence, PA1/PA6 pedestrian spraying

To be aware of health and safety regulations and to ensure that staff have been adequately trained in the use of any equipments or chemicals used in the delivery of the service. Understanding of risk assessments.

Experience of practical working landscaping and landscape maintenance, including experience of operating horticultural machinery.

An understanding of machinery safety and maintenance.

A thorough knowledge of landscaping and other environmental treatments in the delivery of a grounds maintenance contract, including identification of dangerous or poisonous plants.

ADDITIONAL SKILLS:

Should hold a UK Driving Licence Category B, BE or C1E as postholder will be required to drive Halton Housing Trust vehicles and plant.

Ability to work co-operatively as part of a team and to engage positively with customers and other staff.

Excellent time keeping skills and commitment to delivering a high quality of work.

You will be required to have some relevant qualifications in Arboriculture or a Diploma in Amenity Horticulture, as a general knowledge of grounds maintenance works is vital for the delivery of this post.

To keep up-to-date with best practice, new initiatives and business opportunities in all areas relating to this role

Always to work consistently with requirements relating to:

- The Trust's overall need to comply with legislative, regulatory, constitutional and financial requirements and to work to high professional and ethical standards
- The Trust's Equality and Diversity policy
- The Trust's Health and Safety policy
- The Trust's management of risk

Represent, promote and maintain a positive attitude and image for Halton Housing Trust

Carry out any other duties appropriate to this post, as necessary or as requested.

Signature of Job-holder:.....

Signature of Line Manager:

Signature of Line Manager's Manager.....

Date:



Person Specification

Job Title: Environmental Services Operative

Responsible to: Environmental Services Team Leader

	Essential	Desirable
Qualifications		
You will be required to have some relevant qualifications in Arboriculture or a Diploma in Amenity Horticulture	*	
First Aid Certificate		*
Ideally you should have been trained to PA1-PA6		*
Chainsaw Certificate		*
Valid UK Driving Licence Category B, BE or C1E	*	
Work Experience / Job Skills & Knowledge		
Ability to work as part of a team	*	
Experience in a landscape maintenance environment or have undertaken training which has included practical experience.	*	
Experience in the use of grounds maintenance equipment i.e. Mowers, brush cutters, hedge cutters, Ride-on Mowers etc	*	
Previous experience in the use of powered horticultural or cleansing machinery.	*	
Previous experience of working within a landscape maintenance environment.	*	
Awareness of Health and Safety legislation	*	
Communication Skills		
Able to communicate clearly, both verbally and in writing to both colleagues and customers when necessary.	*	
Good interpersonal skills and an understanding of the importance of customer care.	*	
Personal Qualities		
Good knowledge of horticultural practice.	*	

Flexible and adaptable and to change, including availability to work occasionally outside of normal hours	*	
Just as important as qualifications is the ability to multi task and a commitment to provide a high quality professional service to HHT's customers	*	