

## **Parks Tractor Driver**

**Salary: Band:** 4 £25,201 - £26,473 p.a.

37 hours per week

Monday - Friday but will be required to work some weekends.

### **The Service**

The In-House Grounds Maintenance Operations Service covers parks and open space areas of the city and is responsible for the 760 hectares of publicly accessible green space in Portsmouth. Portsmouth's green and public spaces are at the heart of the local community and enjoy great support and affection from residents.

The services main priority is to maintain a consistent standard across all grounds maintenance areas and develop its service centred around community engagement and interaction of Portsmouth's Parks and Open Spaces. The In-House Grounds Maintenance Operations Service is responsible for the maintenance of parks and open spaces, allotments, cemeteries, golf course and semi-natural open space, with assorted sports and play facilities within. The service also provides grounds maintenance services to Traded Services incorporating schools and social service locations.

Portsmouth's parks and open spaces are of a high standard, fit for purpose, and they need to be maintained to meet the needs of Portsmouth's residents and visitors. The services main priority is to maintain a high standard across all parks and open spaces and service areas.

### **What is the role?**

As part of the Grounds Maintenance Operations Team you will be required to undertake tractor driving duties throughout the city with particular reference to the use of mowing equipment and any other type of tractor mounted equipment.

Duties and responsibilities include:

- Use of large tractors & mowing equipment.
- Use of gang mowers including setting up and maintenance.
- Use of a wide range of tractor mounted equipment associated to winter sports renovations.
- Determining tractor implements required for each individual task.
- Identifying and understanding when equipment is failing.
- Working as part of a team with instruction and guidance from their supervisor and assist coordinating mowing and related operations.
- Responsible for ensuring any security access barriers to sites are opened and securely closed upon entrance and exit to sites.
- Understanding combinations of fuel appropriate to equipment.
- Communicating directly with machine suppliers or service technicians to explain any specific machine faults.
- Observing all Health and Safety rules and take reasonable care to promote the health and safety of themselves and others.

The role will also involve undertaking a range of other grounds maintenance duties such as: Grass cutting, strimming, sweeping, maintenance and inspection of various plants, parks and open spaces with a basic knowledge of horticultural operations.



You will also be responsible for carrying out plant and machinery inspections completing a pro forma, prior to use and report any defects, areas of concern or issues within the workplace. You will be monitoring and reporting on the tractor operational hours to identify service and maintenance intervals and advising inexperienced team members of good horticultural practices and correct use of machinery and personal protective equipment (PPE) that is issued. Full training and uniform will be provided.

### **Who is the person?**

You need to:

1. Hold City and Guilds NPTC Level 2 Certificate of Competence Tractor or equivalent.
2. Hold a full driving licence.
3. Have knowledge of horticultural operations and be experienced in the use of large and small Horticultural/Agricultural machinery including front loader operation.
4. Be able to use own initiative to decide what equipment or other resources are needed to be able to complete each task.
5. Able to maintain and adjust machinery to maximise operation.
6. Able to maintain a varied range of tractor and tractor mounted equipment.
7. Be self-motivated and flexible to work on your own and as part of a team following instructions from supervisors.
8. Follow established routing schedules, performing duties according to the Council's Policies and codes of behaviour.
9. Able to make judgement of safe working within a busy park or open space and report back issues and/or necessary re-routing to supervisor.
10. Have basic literacy & numeracy skills with the ability to communicate clearly with the Parks management team, service engineers and all other team members.
11. Be able to plan and manage your time effectively to ensure your tasks are completed efficiently.
12. Be flexible to provide cover at weekends and out of normal working hours when other works are required.
13. To be a proactive member of a team, positive and professional with the ability to work well under pressure .
14. Work in an effective and efficient way and suggest and implement improved ways of working wherever possible.
15. Be able to attend and work in any of the maintenance areas within the city.
16. Observe all Health and Safety rules and take reasonable care to promote the health and safety of themselves and others.

**How to apply:** Please read the full job profile for further details on the post and remember to demonstrate why you are suitable against each of the points described in the 'Who is the Person' points on the profile. This might be through qualifications or descriptive examples from your work / personal experience, which clearly illustrates what you did and the effect it had. Please read this alongside the 'How to apply' information on the careers portal.

### **General Data Protection Regulation (GDPR)**

As part of any recruitment process, Portsmouth City Council collects and processes personal data relating to job applicants. Portsmouth City Council is committed to being transparent about how it collects and uses that data and to meeting its data protection obligations under the General Data Protection Regulations (GDPR).



Completing and sending an application in for a vacancy is your consent for us to process your data for the purpose of recruitment. Your data is not used in any other way and you can withdraw your consent at any point in the recruitment process and we will destroy or delete your information.

For more detailed information on what we collect, how we use, store, delete data and your rights you can access a privacy statement on our Job board.