

## **Grounds Maintenance Operative (T3) - Seasonal Fixed Term**

**Salary: Band: 2, £23,656 - £24,027 p.a.**

37 hours per week, Monday - Friday but will be required to work some weekends

Fixed term contract up to end of October 2025

### **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 carry out the necessary works to ensure that the parks, gardens, open spaces, cemeteries and grass sports facilities are well maintained and kept tidy to a level of continuity for the residents, communities and visitors.

### **General grounds maintenance duties - this will involve:**

- Litter picking within parks and open spaces across Portsmouth
- Planting shrubs, hedges perennials and seasonal bedding
- Maintaining flower, rose, perennial and shrub beds
- Hedge and shrub pruning
- Maintaining grass general amenity areas and grass sports areas using pedestrian and ride on mowing equipment
- Inspecting areas of land as required
- Reporting any issues back to senior members of staff

The post holder will be responsible for performing the above duties according to the Council's Policies and codes of behaviour and must act in a way that supports and promotes Portsmouth City Council's Equal Opportunities policy, which aims to ensure everyone has equal treatment and equal access to employment and services. You will need to observe all Health and Safety rules and take reasonable care to promote the health and safety of themselves and others.

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



You need to:

- Have basic literacy skills as the role will involve the filling out of forms
- Have good communication skills
- Be flexible & self-motivated
- Be reliable & punctual
- Be able to work as part of a team and on your own
- Be able to work under supervisory instruction and follow processes & procedures
- Be able to report to various venues across the city
- Be able to report areas of concern or issues within the work place
- Work in an effective and efficient way
- Be able to attend and work in any of the maintenance areas within the city.
- Be aware of Health and Safety requirements, hazardous material etc
- Be flexible to provide cover at weekends and out of normal working hours when required
- Ideally have a driving licence
- Previous experience desirable although not essential

Full training and uniform will be provided.

### **Additional information**

**How to apply:** When completing your application, please thoroughly tailor your application to the 'Who is the Person' points with the use of examples from your experience and attach this as a cover letter in the Supporting Documents section. This is really important or you are likely not to be shortlisted. Please read this alongside the 'How to apply' section on the home page of the careers page.

### **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.

You will need to demonstrate that you have the Right to Work in the UK. No post will be offered without it.