

## *Job description*

<i>Job title</i>	Green Space Service Operative
<i>Division</i>	Neighbourhoods
<i>Department</i>	Green Space Service
<i>Salary</i>	SCP 7 (£12,787 per annum)
<i>Line Manager</i>	Green Space Team Leader
<i>Responsible for</i>	N/A

## *Purpose of post*

To work as part of a team to deliver high quality landscape maintenance and improvement works.

## *Key responsibilities*

- To carry out landscape maintenance and improvement works as instructed.
- Ensure that all reporting and recording procedures are followed.
- Ensure all machinery, tools and equipment are maintained in good and safe working order.
- Ensure working practices and sites are kept safe for both the staff and the public.
- To set an excellent work example to others in the team.
- Be responsible for the security of the equipment whilst on site.
- Ensure that all work is undertaken to Helena's policies and procedures
- Undertake any other duties, as requested by the Green Space Team Leader, commensurate with the level of the job and the aims of Helena Partnerships.

## *General*

- The post holder may also be requested to carry out other non-specific duties commensurate with the post.

Signature of post holder .....

Signature of line manager .....

Date .....

