



# SEAHAM TOWN COUNCIL

## Seasonal Gardener

### JOB DESCRIPTION

1. **JOB TITLE:** **Seasonal Gardener**
2. **GRADE:** **SCP 3**
3. **LOCATION:** **Works Depot at Seaham Cemetery, Lord Byron's Walk, Seaham and such other locations as directed.**
4. **RESPONSIBLE TO:** **Deputy Town Clerk, Grounds Maintenance Supervisor, Gardener (Technical), Gardener (Mechanical).**
5. **KEY RESPONSIBILITIES:**
  - To undertake a range of a high class cleansing tasks in parks, open spaces and other public accessed areas.
  - To undertake a wide range of non-specialist manual labouring tasks, working as part of a mobile team.
  - The operations will involve using vehicles, plant and cleansing equipment and hand tools and materials as are specified by Management.
  - Driving duties are an essential part of the job
6. **OTHER DUTIES AND RESPONSIBILITIES:**

The following list is typical of the range of duties and responsibilities which the postholder is expected to perform. It is not necessarily exhaustive and other duties of a similar type and level may be expected from time to time.

  - The postholder is required to provide high class cleansing services such as sweeping and collecting debris/rubbish from grass and hard surfaced areas, litter picking, collecting leaves, emptying litter bins, cleansing water courses, removal of graffiti and similar related/associated cleaning and labouring duties.
  - Undertaking a range of non-specialist manual labouring tasks to assist departmental gardeners operations such as; weeding, dead heading, watering, edging and cleaning up derelict/overgrown areas etc.
  - Snow clearing and applying grit.
  - Maintenance of hand tools and associated equipment.

- Assisting with a range of Council organised events (eg. Seaham Carnival).
- Assisting in the off-loading and storage of materials and equipment.
- The post holder is required to have a flexible approach to working hours and will be required to do 7.5 hours over a weekend on a 3 weekly rota. Therefore the postholder will take 7.5 hours off the following week.
- Working to instructions and recognised procedures, using own initiative for minor decisions when completing tasks and referring problems to a supervisor.
- To report items needing repair, replacement or attention to Supervisor/Line Manager.
- To undertake such other reasonable duties of an equivalent nature as the Council may require from time to time.

### **Period of Notice**

One week's notice is required by either side in connection with the termination of this post.