



JOB DESCRIPTION/PERSON SPECIFICATION

Job Title: Public Realm Operative
Post No:
Team: Public Realm Team
Responsible to: Public Realm Manager
Number of direct reports: 0
Budgetary responsibility: None
Salary Range: (SCP 6-11) £25,989- £28,142
Contract Type: Permanent
Hours (e.g., full or part time): Full time
Location: The Town Council Depot, Unit 11 Eldon Way, Biggleswade, SG18 8NH
Name:

Overall Purpose

1. To maintain and enhance the Public Realm of the Town.
2. To undertake a range of maintenance and cleansing activities to Public Open Spaces, horticultural features, highway verges, car parks, formal parks, public toilets, sporting facilities, play areas and other public realm areas including streets and rights of way.
3. In carrying out regular duties, the post holder should consider the impact of the duty on the current and future make up and overall effect on the town and wider town area. The impact and effect can be determined by understanding the Neighbourhood Plan, Corporate Plan, and Place Shaping strategies. Additionally, the post holder should be empowered to offer suggestions for improvement and change where considered beneficial to the Council and/or the environment.

Key outcomes and accountabilities

1. To work flexibly within the Public Realm Team to ensure service standards are achieved. Each Operative will be expected to exhibit a reasonable degree of self-management to ensure tasks are completed efficiently, effectively and safely, advising and supporting colleagues as necessary.
2. To be responsible for a range of skilled and unskilled tasks involved in the maintenance of Public Realm features. Each Operative will have "core team tasks" but be expected to carry out other work within their capability or to support others and to undertake training as necessary.
3. To have an "eyes open" approach around the Town and report highway issues such as uneven paving, damaged traffic bollards and littered areas or fly tipping to the Public Realm Manager or Central Bedfordshire Council.
4. To competently undertake a variety of horticultural and grounds maintenance activities including grass mowing, planting, leaf clearance, strimming, litter picking, weeding, hedge cutting and minor tree works through the proper use of manual, chemical and mechanical methods.
5. To undertake detailed cleaning of litter or dog fouling in public areas to build on the statutory role of the Council and to raise local standards.
6. Driving, operating and maintaining the full range of vehicles, plant and equipment provided for the service, which you are qualified or trained to use, in a safe and efficient manner.
7. To support environmental or community initiatives by the Council or its partners, such as floral displays.
8. Safe application of pesticides/herbicides where qualified.



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9. To assist and encourage individuals and voluntary/ community groups in protecting and enhancing the local environment and heritage. To support voluntary Clean Teams within the Town.
10. Communicate & liaise with the public, partners, stakeholders and other staff in a positive way.
11. To maintain all relevant work records and documentation to ensure compliance with procedures, policy and safety standards.
12. To provide support for the operation of any of the Council's other services or facilities, as necessary.
13. To support outdoor events promoted by the Council or one of its partners.
14. To promote the principles of customer care, equality, quality management and good health and safety standards.
15. To undertake other tasks allocated by the Council which are within the competence and capability of the post holder.
16. In carrying out regular duties, the post holder should consider the impact of the duty on the current and future make up and overall effect on the town and wider town area. The impact and effect can be determined by understanding the Neighbourhood Plan, Corporate Plan, and Place Shaping strategies. Additionally, the post holder should be empowered to offer suggestions for improvement and change where considered beneficial to the Council and/or the environment.



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ATTRIBUTES	ESSENTIAL/ DESIRABLE	REQUIREMENT	METHOD OF ASSESSMENT
QUALIFICATIONS	Desirable	City & Guilds or the equivalent NVQ2.	CV
	Desirable	To hold a First Aid Certificate & have had Fire Warden Training.	CV
	Desirable	NPTC in Pesticide Application.	CV
	Desirable	Chapter 8 training, Safe Working on the Highways.	CV
	Desirable	Certificate in chainsaw operation.	CV
	Desirable	PA1/PA6.	CV
EXPERIENCE/ KNOWLEDGE	Essential	Experience in horticulture, grounds maintenance or street cleansing with a good knowledge of operational techniques.	CV and Interview
	Desirable	Experience in the operation of mechanical sweepers.	CV and Interview
	Desirable	Experience/qualifications in operating pedestrian and ride on mowers and other grounds maintenance plant and equipment.	CV and Interview
	Desirable	Experience of working on or near the highway.	CV and Interview
	Desirable	Experience of working on own initiative and prioritising work with minimum supervision.	CV and Interview
	Desirable	Experience in the basic operators' maintenance of plant and equipment.	CV and Interview
	Desirable	Experience in the partnership working within the public or voluntary sector.	CV and Interview
	Desirable	A knowledge of grounds maintenance, horticulture and street cleansing operations.	CV and Interview
	Desirable	An understanding of health and safety legislation and good practice in respect of Public Realm services.	CV and Interview
ABILITY/SKILLS	Essential	Ability to interpret and act on written instructions.	CV and Interview
	Desirable	Good written and verbal communication skills.	CV and Interview
	Desirable	Ability to work on own initiative or as part of a team.	CV and Interview
	Essential	Ability to organise own workload with minimum supervision.	CV and Interview



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	Essential	Ability to work flexibly to maintain deadlines.	CV and Interview
OTHER	Essential	Commitment to customer care, equal opportunity in employment and service delivery and to good safety standards.	CV and Interview
	Essential	Dedication to the raising of standards in the Public Realm.	Interview
	Essential	Willingness to work outside normal hours and to undertake training.	Interview
	Desirable	Current Driving Licence, including Category C.	CV and Interview