



# BRIDEWELL ROYAL HOSPITAL FOUNDATION

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## Job Description – Grounds Assistant

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### Overall Purpose

The Grounds Assistant works as part of the Estates Grounds team and undertakes general grounds maintenance work at both King Edward's Witley and Barrow Hills School.

Reporting to: Head of Grounds

Location: King Edward's Witley and Barrow Hills School

Direct reports: None

Hours of work: Full time 40hrs per week (exclusive of breaks), Monday to Friday with flexibility for the potential of occasional early mornings/evenings/weekends during term time when required. Normal hours 7.30am-4pm. Some Saturdays may be required.

Annual leave: 30 days per annum, including Bank Holidays (rising to 35 days after 5 years with the Schools)

School lunches: Provided without charge (usually available throughout the year)

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### Main duties and Key responsibilities

#### Grounds

- complete general grounds maintenance duties and tasks
- carry out seasonal grounds program as directed by the Head of Grounds
- safely operate grounds equipment, machinery and tools in accordance with instructions and guidelines (mowers, scarifiers, hedge trimmers & strimmer's, leaf blowers etc.)
- safely drive and operate tractors and trailers in accordance with instructions
- work unsupervised, work alone or as part of a team on designated tasks
- undertake grounds maintenance duties and tasks across all areas of the schools including sports fields, gardens, woodlands and sports facilities
- complete grounds/operational tasks/duties as required by the Head of Grounds/Estates
- adhere to all aspects of health and safety regulations and promptly report any hazards
- assist in ensuring vehicles and equipment used are regularly maintained in accordance with routine operating requirements
- fulfil any other duties as required

### Person Specification

## Essential

- full clean UK Driving Licence
- experience of general grounds maintenance duties and tasks
- ability to operate grounds equipment safely
- ability to drive and operate Tractors and trailers
- ability to work alone or as part of a team
- able to work in a clean, tidy and professional manner
- able to work unsupervised on grounds maintenance tasks

## Desirable

- experience of general grounds maintenance for sports fields and facilities
- experience working in educational environment
- PA1, 2 and 6 pesticide application certificates
- NVQ Level 2 in Sports Turf Management or equivalent
- Chainsaw NPTC (CS30.1 & CS30.2)