**Role Profile**

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| **JobTitle:** Gardener |
| **Department**: Customer Services |
| **Reports to:** Sheltered Housing Service Manager/Court Coordinator |
| **Grade:** 1 |
| **Staff responsibility:** None |

**Organisational Structure**

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| Housing Officer |

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| SHSH/Court Coordinator |

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| Gardener |

**Job Purpose**

To undertake essential tasks within the garden area to ensure a pleasant and safe environment for tenants to enjoy.

**Key Accountabilities**

* Ensure the safety or tenants and staff by keeping pathways clear of hazards such as moss and leaves.
* Clear snow and grit paths
* To undertake essential tasks such as grass cutting, hedge trimming an weed control
* Ensuring equipment is cleaned and maintained appropriately ensuring that faults are reported to line manager
* Ensuring an adequate supply of materials

**Person Specification**

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| **Education** |
| * Good general education. |
| **Experience** |
| * 2 years experience of gardening |
| **Knowledge** |
| * Responsibility to ensure that the court grounds are a safe environment for the tenants and staff e.g. identifying and removing hazards such as moss from pathways |
| **Skills and Abilities** |
| **Essential**   * Prioritising workloads * Daily verbal communication with tenants working in the gardens * Monitoring stock and reporting to Line Manager for reordering of same * Assessing task and ensuring that health and safety guidelines are followed   **Desirable**   * Ability to work without supervision |
| **Personal Qualities** |
| * Pleasant and courteous manner * Empathetic |

**Core Competencies**

* Put our customers first
* Strive for excellence
* Be accountable
* Think and act as ‘one team’
* Demonstrate respect
* Achieve work/life balance