



Your job

Job Title: Craft Gardener

Service: Streetscene

Grade: 4

Reporting to: Team Leader

As a Craft Gardener you will support the Team Leader with the effective delivery of day to day grounds and general horticultural maintenance operations.

You will assist the Team Leader in work planning and will cover this role in their absence. You will lead by example and motivate others to work to collective goals.

Actively seek ways to improve the service, suggesting new ways of working and embracing change.

Mandatory Statement

The Council is committed to complying with European General Data Protection regulations (GDPR) and meeting the requirements of the Information Commissioner's office (regulating data protection compliance in the UK). It is your responsibility to ensure that the work you undertake is compliant with the General Data Protection regulations.

Wigan Council is an active, strong, and committed corporate parent. As a priority, all employees have a responsibility towards the children we look after and care leavers, not just those employed by the Children's Directorate.

In this job you will:

On an ongoing basis you will:

- Maintain relevant operational records and documentation and submit them promptly to the Team Leader.
- Take responsibility for the security of vehicles, machinery and materials, including fuel, allocated to you.
- Undertake the full range of grounds and general horticultural maintenance tasks including initial and over marking of Sports Pitches, maintenance of flower, rose and shrub beds and herbaceous borders.
- Undertake all works associated with formal lawns, soft and hard landscaping, pruning & hedge cutting and herbicide application.
- Design parks bedding schemes; carry out formal parks renovation works; maintain and repair irrigation systems; maintain and install drainage systems; maintain parks furniture; identify plants and shrubs.
- Undertake driving duties, such as transporting staff, machinery and materials, safely.
- Support policies, procedures, relevant legislation and good practice, particularly regarding Health and Safety, ensuring the required quality standards are achieved.
- Support the training of other employees including apprentices.
- Help to resolve day to day problems, enquiries and complaints and work with and support Friends Groups, volunteers and trainees.
- Provide an 'eyes and ears' service across the borough by reporting any problems you observe, such as blocked gullies, fly tipping or anti-social behaviour through the relevant reporting procedure.
- Ensure you operate within GDPR guidelines by regularly reviewing data held and destroying information in line with retention schedules.

In this job you will need:

You must be able to demonstrate the following essential requirements:

- Knowledge, skills and experience in an operational grounds' maintenance/parks organisation or similar environment.
- A full driving licence including the provision to tow trailers.
- An amenity horticulture, greenkeeping, groundsman or arboriculture qualification such as City and Guilds 3 or NVQ Level 3 or equivalent or the ability to demonstrate adequate knowledge and experience.
- Herbicide Application qualification – PA1, PA2 & PA6AW or the ability to demonstrate adequate knowledge and experience.
- Relevant Health & Safety knowledge and experience in relation to the role.
- An ability to work flexibly in line with service demands, working evenings and weekends when required.
- Good communication skills both with colleagues and members of the public.
- An ability to operate the full range of grass cutting equipment & powered hand tools appropriate to the role.

Our Culture

For us, it's not just about all we achieve as an organisation, but how we do it. Therefore, all employees are expected to display our **TeamWigan** behaviours.

Be Positive	“ Take pride in all that you do and support and develop yourself and others. ”
Be Accountable	“ Be responsible for making things better, enabling change and supporting improvement. ”
Be Courageous	“ Be open to doing things differently and working collaboratively with others. ”
Be Kind	“ Be helpful, generous and thoughtful towards yourself and others. ”