

Ashurst and Colbury Parish Council
Job Description for Parish Lengthsman.

Qualifications.

Applicants should be competent in the use of power tools and will be expected to provide such tools for use. The Parish Council will provide safety gear and signage.

Within the Parish boundaries, the duties of Parish Lengthsman will include;

1 Drainage

- * Clearing existing drainage grips
- * Maintaining ditches
- * Cleaning channels
- * Clearing outfalls
- * Rodding pipes (off highway)
- * Flood prevention works (as specifically directed by the County Council as Further Works)

2 Signage

- * Cleaning (non-illuminated)
- * Minor repairs

3 Other Minor Works

- * Remove soil/detritus
- * Cut back vegetation overhanging the roads, footpaths and village amenities
- * Clearing footways of weeds/moss
- * Removing vegetation from parapets or fences
- * Grass strimming
- * Reporting defects
- * Sweeping
- * Litter picking
- * Removing fly-posting
- * Unauthorised sign and graffiti removal
- * Cleaning street name plates
- * Cleaning bus shelters
- * Minor repairs to street furniture
- * Staining and painting of street furniture/fences/pavilions/storage sheds
- * General village upkeep

In addition, the Parish Lengthsman will be required to undertake maintenance and general repair work of Parish Council owned / maintained open spaces and property. To include;

1. tidying, planting, weeding, strimming and general gardening activities
2. flower beds and borders cultivated by the Parish Council and areas as directed
3. allotment sites.
4. Parish Council owned assets.

In addition, the Lengthsman will be expected to;

1. Operate light tools and equipment ensuring compliance with operating instructions.
2. Be aware of Health and Safety requirements relevant to the role and undertake all activities in a safe and effective manner.
3. Attend any training the Parish Council deems appropriate.
4. To report to the Parish Clerk any defects or damage found to any council owned or managed property and open spaces that requires escalation.

Reporting to;

The Parish Clerk

Hours;

Approximately 4-5 hours per week.

Salary;

Hourly Rate Between £8-10 per hour, dependent on experience.

Deadline for Applications is Friday 1st December at 5pm.

Person Specification

Qualifications	<ul style="list-style-type: none"> • Good numeracy and literacy. • Full Clean Current Driving Licence. 	Essential
Experience	<ul style="list-style-type: none"> • Experience of planting, weeding, mowing, strimming and gardening. • Grounds and building maintenance experience, including general repair, decorating, building and general plumbing work. 	Essential Essential
Knowledge	<ul style="list-style-type: none"> • Knowledge of Health and Safety requirements relevant to general maintenance and repair work. 	Essential
Skills and Abilities	<ul style="list-style-type: none"> • Basic DIY skills • Ability to be able to carry our general repairs. • Ability to bend, twist, lift and carry tools and equipment necessary for general maintenance activities. • Ability to follow and comply with instructions on equipment/and or materials and follow safe working practices. • Flexible attitude to work. • Good communication skills. • Good customer service skills, approachable, diplomatic and caring towards others and village environment/ • Ability to work in an organised and methodical way. • Ability to work to deadlines. • Ability to use own initiative. • Good attention to detail. 	Essential Essential Essential Essential Essential Essential Essential Essential Essential
Other	Happy to attend Full Council and Committee meetings if required and feedback village maintenance issues and needs.	