



Ipswich Borough Council

Job Description X12

APPRENTICE

PARKS AND OPEN SPACES - GROUNDS MAINTENANCE

MAIN PURPOSE OF JOB

Parks and Open Spaces Apprenticeship will support apprentices to:

- Achieve a Level 2 NVQ in an appropriate grounds maintenance course.
- Work within the Council to gain confidence, experience and build a portfolio of evidence for apprenticeship accreditation
- Work as part of the Parks and Open Spaces team on all aspects of the Council's responsibilities.

MAIN DUTIES

1. To undertake tasks that, fulfil the Apprenticeship Units and gain a portfolio of evidence towards accreditation
2. Assist with the delivery of the Grounds Maintenance service based at one of the councils three hub areas Christchurch, Holywells and Chantry Park.
3. Develop a working knowledge of Health & Safety and the operational practices within the broader workplace
4. Gardening and land management duties
5. Such variations as may be required from time to time without changing the general charter of the duties shown above or the level of responsibility entailed.



Ipswich Borough Council

Person Specification

APPRENTICE (GROUNDS MAINTENANCE)

| ATTRIBUTES | ESSENTIAL | DESIRABLE | METHOD OF ASSESMENT |
|-------------------------------------|---|--|----------------------------|
| Qualifications | GCSE level of literacy and numeracy | An A level in any subject | |
| Job related skills/Knowledge | Motivation and commitment to completing the Apprenticeship programme Keen desire and interest in horticulture Practical hands on approach. | Experience of garden maintenance environment Understanding of Health and Safety | |
| Other relevant experience | | | |
| Specialist knowledge | | | |
| Personal skills | Ability to travel to and attend place of work punctually and regularly Able to manage time effectively Can communicate politely and effectively | | |

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|--|--|--|--|
| | <p>Willingness to learn new skills</p> <p>Willing to:</p> <ul style="list-style-type: none"> • Work collaboratively with the Hub team and other staff • Build good working relationships with members of the public and staff. • Have a polite, friendly and courteous manner when dealing with staff and members of the public at all times. • Work productively with a wide range of people to learn and share your learning. • Complete and gain maximum benefit from the apprenticeship | | |
| <p>Special working conditions</p> | <p>Some out of hours working will be required.</p> | | |