



**IPSWICH**  
BOROUGH COUNCIL

**Ipswich Borough Council**  
**Job Description: L30**

**Technician - Parks and Open Spaces**  
**(Gardener)**

**Main Purpose of Job**

To carry out skilled parks and open spaces maintenance and improvement operations to achieve high quality standards throughout all areas maintained and with due regard to relevant statutory obligations e.g. Health & Safety, environmental protection, and biodiversity

**Main Duties**

1. To undertake skilled parks and open spaces maintenance and development tasks in various locations in accordance with computer generated work schedules or as directed. Specialising in one or more of the following key roles:  
Hard and soft landscaping,  
Arboricultural works,  
Sports turf maintenance,  
Plant husbandry,  
Grave digging
2. To interpret plans and specifications, schedules, set out sites and complete all paperwork relevant to the job e.g. task tickets and timesheets, monitoring sheets in an accurate and timely fashion.
3. To supervise junior staff and apprentices and volunteers as required.
4. To carry out all operations in accordance with current health and safety requirements following safe systems of work and risk assessments at all times, including routine daily checks and basic maintenance to any plant and machinery allocated as required and report defects.
5. To deliver high standards of customer care to parks and open space service users.
6. To participate, as required, in the service area emergency response plans, including out of hours working.
7. Such variations as may be required from time to time without changing the general character of the duties shown above or the level of responsibility entailed.

# **Addendum**

## **Arboriculture**

To carry out skilled arboricultural work across all areas managed and maintained by the Council to achieve high quality standards throughout and with due regard to relevant statutory obligations e.g. Health & Safety, environmental protection, and biodiversity

1. To undertake all aspects of tree care and surgery to BS 3998:2010 and complete all tasks assigned to a high standard.
2. To interpret plans and specifications, schedules, set out sites and complete all paperwork relevant to the job e.g. site specific risk assessments, task tickets and timesheets, monitoring sheets in an accurate and timely fashion.



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## PERSON SPECIFICATION

### Parks & Open Spaces Technician

ATTRIBUTES	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
<b>Qualifications</b>	<p>NVQ Level 2 or equivalent qualification / skills / experience in one or more of the following areas:</p> <ul style="list-style-type: none"> <li>• Grave Digging</li> <li>• Arboriculture</li> <li>• Horticulture</li> </ul> <p>Health and Safety Certificate</p>	PA1+PA6A pesticide spraying certificate	Certificates/ Application Form
<b>Relevant experience</b>	<p>Experience including the use of associated machinery in one or more of the following areas:</p> <ul style="list-style-type: none"> <li>• Grave Digging</li> <li>• Tree Surgery</li> <li>• Tractor/Multi unit Mowers</li> <li>• Amenity horticulture</li> </ul> <p>Experience of working in a public facing environment</p> <p>Experience of supervision</p>	<p>Experience in the use of, a variety of power tools</p> <p>Towing experience</p>	Application form/ Interview
<b>Specialist knowledge</b>	<p>Understanding of Health &amp; Safety procedures</p> <p>Good knowledge of plants, trees and their maintenance needs.</p>	Knowledge of local area	Application form/ Interview
<b>Personal skills</b>	<p>Ability to work alone and use own initiative</p> <p>Ability to work as part of a team</p> <p>Ability to communicate effectively</p> <p>Ability to prioritise workload for self/team</p>		Application form/ Interview
<b>Special working conditions</b>	Valid Driving Licence (write on the form if you do not have a driving licence due to disability. This will not stop you getting an interview. If you get an interview we will see if we need to make changes so you can do the work)	Category C1+E Licence (Towing trailers)	Application form/ Interview

	Ability to work outside in all weathers Ability to carry out manual tasks such as considerable bending, lifting and walking		
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## PERSON SPECIFICATION

### Parks & Open Spaces Technician – Arboriculture

ATTRIBUTES	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
<b>Qualifications</b>	NVQ Level 2 or equivalent qualification / skills / experience in: <ul style="list-style-type: none"> <li>Arboriculture</li> </ul>	PA1+PA6A pesticide spraying certificate  Health and Safety Certificate	Certificates/ Application Form
<b>Relevant experience</b>	Experience including the use of associated machinery: <ul style="list-style-type: none"> <li>Tree Surgery</li> </ul> Experience of working in a public facing environment  Experience of supervising other members of staff	Experience in the use of a variety of power tools  Towing experience	Application form/ Interview
<b>Specialist knowledge</b>	Understanding of Health & Safety procedures  Good knowledge of plants, trees and their maintenance needs	Knowledge of local area	Application form/ Interview
<b>Personal skills</b>	Ability to work alone and use own initiative  Ability to work as part of a team  Ability to communicate effectively  Ability to prioritise workload for self / team		Application form/ Interview
<b>Special working conditions</b>	Valid Driving Licence (write on the form if you do not have a driving licence due to disability. This will not stop you getting an interview. If you get an interview we will see if we need to make changes so you can do the work)  Ability to work outside in all weathers  Ability to carry out manual tasks such	Category C1+E Licence (Towing trailers)	Application form/ Interview

	as considerable bending, lifting and walking		
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