

Job Description: Seasonal Grounds Staff, Scone Palace

Job Title:	Seasonal Ground Staff	Responsible to:	Head Gardener
Main purpose of job:	To be responsible for the general care and maintenance of the grounds at Scone Palace, including private garden areas and Parklands as requested.		
Main responsibilities include :			
<ul style="list-style-type: none"> • Safe use of garden machinery as necessary including mowers, strimmers, mini tractor and trailers, scarifiers, and other machinery and hired plant. Not to use any such equipment unless trained in its use and to be aware of the contents of the Manufacturers Users Manual paying particular notice of safety and maintenance notices. Report immediately any faults with such equipment to the Head Gardener • To carry out appropriate safety checks before operating machinery and after-use procedures once finished • Grass cutting, grass strimming, leaf blowing, general maintenance of the grounds as requested by the Head Gardener • Garden furniture and signage maintenance • Adventure playground maintenance and inspection etc, in accordance with statutory requirements • Maintenance of paths, walls, gates and other hard landscaping • Help set up the Palace for functions and events as required • To maintain a safe and tidy work area; carry out all operations in a safe working manner; when working with equipment to be aware of other members of staff and visitors. • To have an understanding of all current health and safety legislation; to use the correct PPE; to use tools and equipment only for the purpose for which they were designed and report any Health and Safety Issues immediately to the Head Gardener • Any other reasonable duties as directed by the Head Gardener 			

This job description is a guide to the nature of the role it is not wholly comprehensive or restrictive.

Person Specification: Seasonal Grounds Staff, Scone Palace

FACTOR	ESSENTIAL (E) Or DESIRABLE (D)	ASSESSMENT METHOD
QUALIFICATIONS		
Full driving licence	E	A/I
Chainsaw certificate	D	A/I
Tractor driving certificate	D	A/I
EXPERIENCE		
Experience in a similar role	E	A/I
SKILLS AND ABILITIES		
Ability to follow instructions and procedures without constant supervision.	E	I/R
Ability to work independently & use initiative	E	I/R
Work in a systematic and orderly manner	E	I/R
Ability to engage with a diverse range of colleagues & visitors	E	I/R
PERSONAL QUALITIES		
Attention to detail	E	I/R
Excellent communication, presentation and interpersonal skills	E	I
A commitment to delivering the highest standard of service	E	I/R
A flexible and adaptive manner and positive attitude	E	I/R
The ability to work efficiently in a busy environment	E	I/R
The ability to work well within a team	E	I/R
The willingness to undertake any training necessary for the role	E	I/R
MOTIVATION		
Proactive approach to work	E	I
Reliable and keeps good time	E	I/R
Demonstrates drive	D	I

Assessment Method: A - Application Form; I - Interview; T - Test/Exercise; R - References