

JOB DESCRIPTION

Arborist	
Salary Scale/ Grade	Scale 5
Service Area	Environmental services
Team	Arboriculture
Responsible to	Arborist Controller
Responsible for	Directing and organising work duties of ground staff
Functional Links with	As the role is in a key front-line service contact with the public is highly likely and official communications with the public are required from time to time
Main purpose of Job:	
<p>The delivery of a high standard of arboricultural operations to meet the aims and requirements of Totally Local Company and its service users.</p> <p>To undertake arboriculture operations throughout the borough in order to ensure trees are maintained in a safe and healthy condition. To contribute to the achievement of the key objective for Environmental Services by undertaking a comprehensive range of flexible, responsive and planned duties within the company. These duties will include both Street Cleansing and Grounds Maintenance and other activities that impact on the street environment. These services are primarily to residents, visitors and businesses within the borough but may also include commercial work outside of the borough.</p>	
Duties and Responsibilities:	
<p>To undertake skilled operational maintenance duties in the following area:</p> <p><u>Skilled Arboriculture</u></p> <p>To undertake skilled arboricultural operations in accordance with NPTC requirements and all operational tree work to BS 3998 (2010) using current safe working practices.</p> <p>To undertake maintenance and minor repairs of chainsaws and other related equipment and machinery in accordance with current safety standards.</p>	

To undertake arboricultural operations on the Highway to comply with all relevant Department of Transport (Chapter 8) Regulations.

To maintain equipment and personal safety equipment in accordance with relevant health and safety legislation.

To ensure that all equipment is fully inspected prior to operations and that only safe equipment is used.

To ensure that the transporting of materials and equipment is undertaken in accordance with current safety standards.

To ensure the effective controls of vehicular and pedestrian traffic are implemented and that no work proceeds whilst any unauthorised person remains within the established danger zone.

To directly participate in Totally Local Company's out of hours emergency tree call out service.

Must hold a full, clean driving licence and be willing to drive various vehicles relating to the tasks being carried out. This may include HGV vehicles.

Grounds

To undertake general maintenance duties in the following areas:

General maintenance of all green areas including highway verges, landscaped areas, planted areas, council properties, recreation areas, cemeteries, schools and other public amenities, high profile lawn areas, fine turf and sports turf, horticultural features.

Carry out general operational duties including hand weeding, weed spraying, mowing grass, pruning, hedge cutting, planting, seeding, turfing, setting out bedding in accordance with design specification and other associated horticultural duties.

Erect, dismantle and maintain recreational and sports facilities including goal posts and other recreational equipment. Mark out and maintain markings on sports facilities to specified standards.

Cleansing

To undertake cleansing duties allocated by the supervisor in accordance with agreed procedures to defined standards. The duties are generally connected to the cleanliness of the environment. This includes sweeping, cleaning, litter picking, emptying litter bins, the removal of weeds and all types of debris and refuse, including sharps, dead animals and faeces.

Where required to remove graffiti and fly posting or other offensive material.

The cleaning of Road signs and Litter bins

General

To work in a professional manner and to undertake all tasks associated with the post safely. The post holder must comply with all requirements regarding health, safety and welfare and must ensure that their work activities do not expose other persons, e.g. colleagues and members of the public to unnecessary risks.

To drive a range of vehicles up to and including LGV vehicles including tippers, mechanical sweepers, ride on mowers, tractors, small mechanical diggers, platform vehicles, chipping machines etc and be responsible for daily vehicle checks and adjustments, brush maintenance, routine cleaning and defect reporting.

When working with a team to act as a Chargehand allocating the work of the team to members and monitor the standard and performance.

To report to Operational Supervisors performance and other staff related issues.

Responsible for the welfare and safety of individual work groups on ground level assisting the Arbor operation

Responsible for ensuring that ground level staff perform their duties efficiently and effectively in line with business objectives.

Ensuring that all relevant information and targets are communicated to all staff within the workgroup.

Ensuring that all appropriate Health & Safety policies and procedures are understood and implemented within the group in order to provide a safe environment for staff, customers and members of the public.

At all times undertake duties in a safe and responsible manner in accordance with established safe systems of work, policies and procedures.

Carry out basic health and safety checks for self, team members and machinery used.

Resources & Financial Management.

Ensure the cost effective and efficient use of all available equipment and manpower resources.

To ensure that work is always carried out to the required contract specification or British Standard.

Income Generation

Ensure accurate measurements and work details are submitted in order to maximise income by ensuring that all work completed is correctly identified (including materials) to ensure that it is billed appropriately.

Marketing and Promotion.

Ensure that the image and profile of Stockport Metropolitan Borough Council and Totally Local Company is enhanced in order to maximise positive public exposure and thereby maximise income opportunities.

Maintain effective communication and liaison with all customers and members of the public.

To undertake winter maintenance duties including manual gritting, filling and siting of grit bins and snow/ice clearance, as required.

To assist in the recycling of waste collected, wherever possible.

To work with a range of mechanical and electrical equipment including gardening, street cleansing machinery, portable hand tools and industrial power washers.

To be responsible for daily checks, cleaning and defect reporting for all equipment used.

To report any matters concerning the maintenance of a clean environment.

To make available to supervisors such information as may be required in order to complete any necessary records.

To support, as required, the work of Totally Local Company's Enforcement Officers.

To ensure that at all times the Company, clients and service is represented in a positive and professional manner.

To actively participate in training and professional development. To undertake any future skill specific training to allow the development and delivery of the business unit.

Operatives will work within various sections of the department to ensure maximum range knowledge and experience is gained.

To work positively and inclusively with colleagues and customers so that the Company provides a workplace and delivers services that do not discriminate against people on the ground of their age, sexuality, religion or belief, race, gender or disabilities.

To fulfill personal requirements, where appropriate, with regard to Company's policies and procedures, health, safety and welfare, customer care, emergency, evacuation, security and promotion of the Company's Mission Statement.

To work flexibly in the interests of the service. This may include undertaking other duties provided that these are appropriate to the employee's background, skills and abilities. Where this occurs there will be consultation with the employee and any necessary personal development will be taken into account.

Print Name		Date	
Signature			