

JOB DESCRIPTION

Directorate:	Executive's Department
Division:	Environment
Post No & Job Title:	T265 – Playground Maintenance Inspector
Grade:	Grade 6
Responsible to:	T242 – Grounds Maintenance and Arboricultural Manager
Responsible for:	No responsibility for employees.
Main purpose of the job:	To maintain the Council's play areas in a safe and clean condition for public use. To undertake programmed maintenance visits to all play areas and record inspection details. You will work as an individual reporting directly to the Grounds Maintenance and Arboricultural Manager

Main Duties and Responsibilities:

1. To ensure that all play areas, including equipment, surfacing, seating and fencing is checked and meets the required health and safety standards for public use.
2. To inspect all equipment, surfacing and furniture and report all defects identified in the play areas. This will include the immobilisation of any dangerous items of equipment to ensure that this equipment cannot be used by the public.
3. To undertake the necessary maintenance and repairs of the play areas. This will include raking bark surfaces, tightening all fastenings, lubricating equipment, undertaking repairs as necessary to ensure items are safe and usable.
4. To respond to any reported problems that may arise and take the appropriate action.
5. Drive allocated vehicle in accordance with the requirements of the Highway Code.
6. Check vehicle and related plant items daily before leaving the depot this includes the following checks; oil, water, fuel, lights, tyres, brakes and other requirements including power mechanisms.
7. Report all vehicle defects to the Workshop Manager via the relevant sheet
8. To remove all litter, debris and weeds from the play area and in the immediate vicinity of the site.
9. To empty all litter bins in and around the play area.
10. To repair and construct various facilities and structures across the full range of parks and green spaces.

11. Maintain all machinery used in connection with the work in a clean and serviceable condition.
12. Carry out any other relevant duties as required by the Grounds Maintenance and Arboricultural Manager.
13. As required assist with the completion of late burials.
14. Carry out any other duties that are within the scope and grading of the post which could also be requested by the line manager or Head of Service.

CAR USER

A car user status has not been attached to this post.

SPECIAL CONDITIONS

Duties will include work outside normal office hours.

In addition to the above the post holder will also be responsible for ensuring that:

- All necessary paper work is carried out.
- All duties will be carried out in the working conditions normally inherent in the particular jobs.
- All duties must be carried out to comply with; The Health & Safety at Work Act, other Acts of Parliament and any nationally or locally agreed Codes of Practice, which are relevant.
- Duties will be carried out for jobs up to and including those in the same grade, provided such duties are within the competence of the employee.

RESTRICTIONS

This is not a politically restricted post.

This post is subject to exemption with reference to the Rehabilitation of Offenders Act 1974.

NOTE

The above job description sets out the main responsibilities of T265 Playground Maintenance Inspector but should not be regarded as an exhaustive list of the duties that may be required. As duties and responsibilities change and develop the job description will be reviewed and be subject to amendment in consultation with the post holder during the Personal Development Review process.

All employees are expected to maintain a high standard of service delivery and to uphold the Council's policies in accordance with equality and diversity standards, and health and safety standards, and to participate in training activities necessary to their job.