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|   | Role Profile |

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| **Maintenance Operative** |  | **Purpose** |
| **Reference No.** | FCCT/MTO/2022 | **Type** | Individual |  | To carry out maintenance tasks on the Fife Coastal Path, Fife Pilgrim Way and other paths within the service remit and a range of maintenance work in the Lomond Hills Regional Park and other sites as instructed. |
| **Service** | Operations |  |
| **Job Family** | FCCT - Maintenance | **Grade**  | FC4 |  |

| **Key Responsibilities -** For this role, there is an expectation that all, or a combination, of the following will be undertaken: |  | **Person Specification: Skills, Knowledge, Qualifications or Experience -** Criteria can apply to more than one task or responsibility | **E** | **D** |
| --- | --- | --- | --- | --- |
| Operating equipment and tools including inspection, routine maintenance and cleaning and that all faults or concerns are reported. |  | At least 12 months experience of working in a general garden maintenance role. | ✓ |  |
| Driving allocated vehicles, trailers and operating small plant. |  | Experience in the use of gardening tools and small hand tools. | ✓ |  |
| Undertaking regular vehicle, trailer and plant checks. |  | * Literate and numerate.
 | ✓ |  |
| Responsible for the proper use and safekeeping of equipment. This includes ensuring that you hold proper certification where necessary, that is current and valid. |  | * Working knowledge of safe working practices.
 | ✓ |  |
| Path construction, path maintenance and drainage works. |  | Experience in path construction, installation and maintenance of countryside furniture including gates, fences, signs, bridges and boardwalks. |  | ✓ |
| General maintenance e.g. cutting grass, hedge strimming, clearing leaves and litter |  |
| Undertaking constructional labouring work and the erection and dismantling of path work furniture e.g. handrailing’s, bridgework etc. |  | * Experience in forestry / woodland management.
 |  | ✓ |
|  | * Experience of working with landowners, suppliers and the public.
 |  | ✓ |
| Using power tools and hand tools as required. |  | A good understanding of Health & Safety at work regulations and Risk assessments. |  | ✓ |
| Routine servicing and other maintenance of public litter and waste bins. |  | * PA1 & PA6 spraying tickets.
 |  | ✓ |
| Monitoring the condition and use of public litter/waste bins, feeding back any defects or significant change of use to line manager. |  | Able to develop and maintain good working relationships with a wide range of people. | ✓ |  |
|  | * Able to work as part of a team and take instruction.
 | ✓ |  |
| Manually removing litter, animal carcases, animal faeces and other debris from designated areas. |  | Willingness to use and act upon own initiative. | ✓ |  |
| Manually removing litter, animal carcases, animal faeces and other debris from designated areas. |  | * Adaptable and motivated team worker.
 | ✓ |  |
|  | Enthusiasm for the role and flexibility to meet changing needs. | ✓ |  |
| Uplifting and transfer of waste in accordance with FCCT procedures. |  | * Able to carry out work of a repetitive nature.
 | ✓ |  |
| Ensuring proper use of PPE. |  | A desire to excel and continually improve as a professional. |  | ✓ |
| Complying with all health & safety rules and procedures and ensuring accurate completion of all relevant documentation. |  | * Always exploring ways to improve quality and output.
 |  | ✓ |
| You will be expected to undergo training that is relevant to the delivery of team / organisational objectives. |  | * A passion for the countryside and for the work of the Trust.
 |  | ✓ |
| Undertaking other general duties including facilities and environmental management and other duties as required for the role. Duties will be in line with the grade. |  | Able to carry out the duties of the post. | ✓ |  |
|  | * Valid driving licence.
 | ✓ |  |
| Undertaking all other duties as required for the role. Duties will be in line with the grade. |

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| **Additional tasks or responsibilities –** this is a generic role, however this particular job may also require you to undertake the following: |
| **Task or Responsibility -** For this role, there is an expectation that all, or a combination, of the following will be undertaken: |  | **Person Specification: Skills, Knowledge, Qualifications or Experience -** Criteria can apply to more than one task or responsibility | **E** | **D** |
| Regular travel to FCCT sites. |  | Driving License |  |  |
|  |  | Flexible mindset. |  |  |
| **Type of Protection of Vulnerable Groups Scheme (PVG Scheme) or Disclosure Check required**  |
| Type of Protection of Vulnerable Groups (PVG) or other Disclosure check (choose only one). | PVG Children [ ]  | PVG Protected Adults [ ]  | PVG Both [ ]  | None [x]  |
| Basic Disclosure [ ]  | Standard Disclosure [ ]  | Enhanced Disclosure [ ]  |
| **Additional Information –** the following information is available: |  | **Expected Behaviours –** It is essential that you display the following behaviours as they are expected of all our employees: |
| * Skills Framework (if applicable)
* How we work matters
 |  | * Take Ownership
* Focus on Customers
* Work Together
* Embrace Technology & Information
* Deliver Results
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