



July 2016

1. JOB IDENTITY

Post Title:	Gardener Handyperson	Service:	Health & Social Care
Section:	Care	Grade:	Technical Operative C
Reports to:	Facility Manager		

2. JOB PURPOSE

- Assist in the upkeep of the facility by undertaking low-risk ground and building maintenance and repair tasks.

There is a responsibility for the post holder to demonstrate a commitment to quality service delivery through continuous improvement for the benefit of the Service and the organisation.

3. CORE RESPONSIBILITIES / DUTIES

- Undertake general duties to maintain the upkeep of the grounds of the facility using appropriate tools and equipment
- Undertake low risk maintenance and repair duties in accordance with appropriate policies, procedures and guidelines
- Work collaboratively with colleagues and participate in the ethos of the facility
- Develop and maintain relationships with service users
- Participate in training as required for the duties undertaken

4. QUALIFICATIONS AND TRAINING

Essential:

- Academic achievement to Scottish National Level 4 or 5, Standard Grades or equivalent transferable experience and skills

Desirable:

- Training or qualification in relevant practical or technical subjects
- Driving licence

5. EXPERIENCE

Essential:

- Experience of manual working

Desirable:

- Horticultural experience

6. KNOWLEDGE AND SKILLS

- Essential:**
- Capacity to cope with demanding work, both from a physical and emotional perspective
 - Good communication skills
 - Ability to follow safety procedures
 - Ability to work on own initiative, working unsupervised and within a team
- Desirable:**
- Responsible attitude towards work and colleagues

7. ADDITIONAL REQUIREMENTS

Driving Compliance	Not applicable to this post
Politically Restricted	Not applicable to this post