

Job Description

Job Title	Multi Skilled Grounds and Gardens Technician
Department	Estates and Facilities
HR Ref No.	3509-26
Role Code	MGGTGG
Grade	OS3
Base location	Exton Park
Reports to	Grounds and Gardens Manager
Direct reports	No
Date created	31/03/2025

Job purpose

The Grounds and Gardens Technician undertakes a full range of gardening and grounds work at the University of Chester's campuses and smaller properties located in and around Chester.

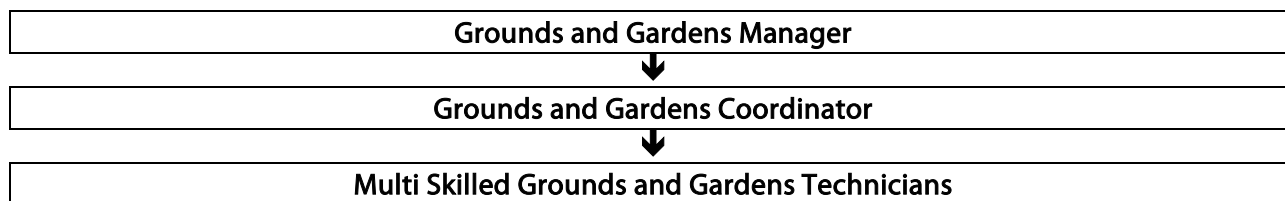
Key duties and responsibilities

- To maintain the grounds and gardens to a high standard and focus on continuous improvement.
- Follow a schedule of work set by the management team.
- Be able to use a variety of grass cutting equipment depending on the required standard.
- Be able to use a variety of motorised/battery handheld equipment depending on the task.
- Undertake pruning tasks at the right time of the year.
- Work safely and comply with all relevant legislation such as COSHH, HAVS, HASAWA 1974 etc.
- Undertake sports pitch maintenance on synthetic and natural turf surfaces.
- Plant and maintain seasonal bedding displays in key areas.
- Take part in external/internal event preparation.
- Undertake greenhouse work as and when required such as sowing seeds, propagation, watering etc.
- Engage in student activities when required.
- In addition to the above, undertake such duties as may reasonably be requested and that are commensurate with the nature and grade of the post.

General duties

- To uphold and comply with all University's policies and procedures, including those relating to:
 - Equality, diversity and inclusion
 - Health and safety
 - Data protection and IT security
 - Safeguarding
 - Sustainability
- To support the creation of a culture that is highly performance focused and built on a foundation of fairness, diversity, belonging and inclusivity.

Team Structure



Person Specification

Job Title	Multi Skilled Grounds and Gardens Technician	Role Code	MGGTGG
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The person specification details the qualifications, skills, experience or other attributes needed to perform the job.

Essential criteria are those, without which, a candidate would not be able to do the job. Applicants who do not clearly demonstrate in their application that they possess the essential criteria will normally be rejected at the shortlisting stage.

Desirable criteria are those that would be useful for the candidate to possess and will be considered when more than one applicant meets the essential requirements.

Methods of assessment:

A = Application Form, I = Interview/Assessment Tests, P = Pre-Employment Checks

Selection Criteria	Essential (E) or Desirable (D)	Assessed via
QUALIFICATIONS		
Educated to GCSE level	E	A
NVQ Level 2 in Horticulture or equivalent in a relevant area	E	A
Pa1/6 Safe use of Pesticides certificate or willingness to undertake this qualification.	E	A
Full clean driving licence	E	A
KNOWLEDGE AND EXPERIENCE		
A broad knowledge of plants and trees	E	I
Genuine passion in all aspects of horticulture	E	I
Proven horticultural experience	E	A/I
Knowledge and understanding of risk assessments	E	I
COSHH awareness	E	I
Experience of working on a large estate	D	A/I
Experience of maintaining sports pitches	D	A/I
Knowledge of the PUWER, HASAWA, PPE Regulation	E	A/I
Basic equipment maintenance/repair experience	D	I
Indoor plant knowledge	D	I
SKILLS AND PERSONAL ATTRIBUTES		
Flexible approach to work	E	I
Ability to work as a team	E	A/I
Willing to undertake further training	E	I
Ability to use IT equipment	D	I
Good communication skills – verbal and nonverbal	E	I
Cross functional working	D	A
Problem solving techniques	D	I
Self-motivated	E	I
Empathetic listener	D	I
Good time management skills	E	I

**UNIVERSITY OF CHESTER
TERMS & CONDITIONS OF EMPLOYMENT**

**ESTATES AND COMMERCIAL SERVICES
MULTI-SKILLED GROUNDS AND GARDENS TECHNICIAN**

SALARY SCALE

University Scale OS3, point 12 £24, 685 per annum payable monthly in arrears.

HOURS OF WORK – 36.5 HOURS PER WEEK

Monday to Thursday 9.00am - 5.30pm

Friday 9.00am - 4.30pm (less one hour lunch break each day)

A flexible approach to work will be required as there may be occasions when it would be necessary for you to work additional hours as dictated by the workload.

HOLIDAY ENTITLEMENT

In addition to statutory Bank/Public Holidays and Christmas Closure days, staff are entitled to 22 days annual leave per annum (in the annual leave year in which employment commences annual leave entitlement will accrue on a pro-rata basis), rising to 27 days after five years' continuous service.

MEDICAL EXAMINATION

Successful candidates will be required to complete an Occupational Health questionnaire and may be required to undergo a medical examination.

ESSENTIAL CERTIFICATES

Short-listed candidates will be asked to bring to interview, proof of qualifications as outlined on the Job Description and Person Specification provided. Upon appointment, copies of essential certificates will be required by Human Resources.

PENSION SCHEME

The University operates two pension schemes for support staff:

- The default scheme is the Higher Education Defined Contribution Scheme (HEDCS), which is administered by AVIVA.
- The Cheshire Local Government Pension Scheme, to which the University is an admitted body.

All support staff are entitled to participate in one of these schemes. Some staff will be automatically enrolled into a scheme, depending on their age and earnings, but if they do not wish to remain a member of the scheme, they will be entitled to opt out after enrolment.

EQUAL OPPORTUNITIES

The University has a policy of equal opportunity aimed at treating all applicants for employment fairly.

SMOKING POLICY

The University operates a No-Smoking policy.

PROBATIONARY PERIOD

A nine months' probationary period applies to all University posts.