



WORKS & ENVIRONMENT GROUNDS MAINTENANCE OPERATIVE



Candidate Information Pack



Great Aycliffe Town Council

The Town Council have over 70 employees and 30 Councillors, all working to support a variety of services across the Parish of Great Aycliffe, including:

- The OakLeaf Sports & Golf Complex
- 13 parks and play areas
- Free annual events including a firework display, Christmas Eve Santa Tours, summer 'Fun in the Parks' and Pensioners Excursions
- Green open spaces and nature reserves
- St Oswald's Pre-School
- 5 allotment sites and poultry, pigeon and bee-keeping plots
- 2 cemeteries
- 6 sports pitches

We take pride in providing these valuable services within the local community.



The Vacancy

Grounds Maintenance Operative - Full Time, Permanent.

Salary Scale 2(ii) 6-7 Annual Salary £25,989 to £26,403 (£13.47 – £13.69ph)

Do you enjoy being outdoors... have you ever thought about making a career working outside?

Great Aycliffe Town Council are looking for a hardworking, reliable person who has what it takes to join our works section.

The position is available for immediate start and will include a diverse range of tasks include grass mowing, strimming, tending flower beds, burials, tree work, assisting with events and so much more.

Applicants **MUST** hold a full UK driving licence, experience is preferred but not essential as full training will be given.

The job brings with it benefits including 23 days annual leave plus bank holidays, rising to 28 days after five years' continuous service; access to the Local Government Pension Scheme and discounted memberships at the Oak Leaf Sports and Golf Complex.

If you are passionate about your local community, would like to work within a small multi-skilled team and meet the essential criteria, you can apply by sending your CV to info@great-aycliffe.gov.uk or you can complete an application form available to download from our website: www.great-aycliffe.gov.uk/jobs (please note the post will be offered subject to the successful candidate completing an application form).

To discuss further please contact the Works Management team at the Council Offices on 01325 300700.

The closing date for applications is Thursday 18th June 2026 with interviews scheduled to be held on Friday 26th June 2026.

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Job Description

Role:	Grounds Maintenance Operative
Section:	Works and Environment
Grade:	Band 2 (ii) Salary point 6-7
Responsible to:	Team Leader/Head Greenkeeper Grounds Maintenance Service Coordinator

Relevant Service Plan: Works and Environment

Job Purpose

The post holder will provide the necessary skills required to undertake grounds maintenance and associated duties in an efficient and effective manner under the direction of the Grounds Maintenance Service Coordinator, Team Leader and Head Greenkeeper, to all areas under the ownership or management of Great Aycliffe Town Council

Duties and Responsibilities

- To use a range of grass cutting machinery, hand and powered hand tools, small tractors and tractor mounted implements.
- To undertake appropriate checks on vehicles, plant and equipment, routine maintenance and cleaning.
- To undertake general maintenance to areas assigned to the post holder including:
 - a. Grass cutting
 - b. Hedge trimming
 - c. Clearing leaves and litter
 - d. Planting and maintenance of flower and shrub beds
 - e. Cleaning buildings
 - f. Inspection of play equipment
 - g. Tree planting, pruning and routine maintenance including basic chainsaw felling and processing
 - h. Apply pesticide and maintain appropriate records

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- To prepare, mark out and repair games pitches and associated equipment.
- To provide a burial service using appropriate tools and equipment at times prescribed by the Grounds Maintenance Service Coordinator /Team Leader.
- To undertake general soft and hard landscaping works as required.
- To assist in setting up/preparation of areas for special events and assist as a steward as required.
- To drive basic vehicles and pick-ups generally under 3.5T GVW and operate a vehicle with a trailer.

Health and Safety

- To be responsible for personal safety and to ensure the health and safety of other employees and the general public by adhering to agreed codes of practice and working procedure.
- To record all aspects of health and safety as set out in codes of practice and procedures.

Equipment

- To be responsible for equipment associated with role and activities.

Others

- To help ensure the continuous improvement of Work Section employees and to take a full part in the appraisal system as an appraisee.
- To undertake any training or personal development that may be required.
- To be flexible in the approach to duties of the post and to undertake such other work as may be required by the Council and which is commensurate with the duties and responsibilities of the post.



Person Specification

EXPERIENCE	ESSENTIAL	DESIRABLE	ASSESSMENT
Experience in the amenity horticulture industry and in particular the type of tasks detailed in the job description.	✓		Application form Certificates Interview
Experienced in the operation and routine daily maintenance of vehicles, grounds maintenance machinery including ride-on-mowers, pedestrian mowers, strimmers and hedgecutters.	✓		
Experience of driving tractors with tractor mounted equipment and the ability to operate light plant, e.g. mini excavators.		✓	
Experience of applying pesticides and keeping associated records.		✓	
Experienced in inspecting play areas and play equipment.		✓	
QUALIFICATIONS	ESSENTIAL	DESIRABLE	ASSESSMENT
NVQ 2 in amenity horticulture or equivalent		✓	Application form Certificates Interview
Full, clean driving licence	✓		
NPTC PA1 and PA6 spraying certificates		✓	
Certificates of competence to operate grounds maintenance equipment.		✓	
Play equipment inspection certificate (ROSPA or equivalent)		✓	
First aid at Work Certificate		✓	



SKILLS AND KNOWLEDGE	ESSENTIAL	DESIRABLE	ASSESSMENT
Good knowledge of grounds maintenance/amenity horticultural operations and associated works.	✓		Application form Interview References
Countryside Skills e.g. (Fencing / Stiles, Hedge Laying)		✓	Application form Interview References
Competent in the use of grounds maintenance equipment.	✓		
Basic knowledge of seasonal bedding plant types, shrubs and trees.		✓	
Knowledge of health and safety requirements with regard to grounds maintenance machinery and operations.	✓		
PERSONAL QUALITIES	ESSENTIAL	DESIRABLE	ASSESSMENT
Enthusiastic.	✓		Interview References
Ability to work in a team situation.	✓		
Ability to work independently.	✓		
Ability to communicate with work colleagues and members of the public.	✓		
Flexible, pro-active approach to work.	✓		