


<b>Profile Title:</b>	Cemetery Operative 1	 <b>BARNSLEY</b> Metropolitan Borough Council				
<b>Reports to:</b>	Section Leader					
<b>Employee Supervision:</b>	None	<b>Grade:</b>	3	<b>Profile Ref:</b>	90693	
<b>Purpose of the Post</b>						
<p>To work as part of a multidisciplinary team undertaking general maintenance towards ensuring the delivery of high quality, continually improving services. To operate various plant and equipment, providing a range of cemetery related skills and expertise in a flexible and responsible manner in order to meet the service delivery targets</p>						
<b>Responsibilities</b>						
<ul style="list-style-type: none"> <li>Undertake a wide range of physically demanding tasks with a high level of precision, being responsible for the careful use of expensive machinery and equipment. This will include pruning shrubs, planting bedding plants, hoeing shrub and flower beds, weeding, snow clearing/gritting, litter picking, and bin emptying, pedestrian and motorised mowing machines, strimming and other powered equipment.</li> <li>Deal politely and courteously with customers, providing advice and information, responding to minor requests.</li> <li>Report any problems or unexpected situations to a supervisor</li> <li>Work to agreed schedules including responding to requests for new priorities from the supervisor ensuring deadlines are met.</li> <li>Demonstrate duties to other employees, students and trainees, including the safe use of machinery and equipment, including setting out warning signs and barriers and quality standards</li> <li>Work outdoors in all weathers including carrying out winter maintenance duties such as clearing snow and salting of footways.</li> <li>Undertake training and development opportunities as requested</li> <li>Ensure compliance and health and safety, customer care, dignity at work and other relevant legislation, policies and procedures at all times.</li> <li>Undertake any other duties commensurate with the post as requested by management.</li> </ul>						
<b>Education and Training</b>					<b>Measure</b>	<b>Rank</b>
<ul style="list-style-type: none"> <li>Manual handling training</li> </ul>					A/I	E
<ul style="list-style-type: none"> <li>Relevant specialist qualification in an appropriate discipline eg PA1, PA2, PA6</li> </ul>					A/I	E
<b>Relevant Experience</b>					<b>Measure</b>	<b>Rank</b>
<ul style="list-style-type: none"> <li>Experience of working in a team environment</li> </ul>					A/I	E
<ul style="list-style-type: none"> <li>Experience of working in a horticultural environment</li> </ul>					A/I	E
<b>General and Special Knowledge</b>					<b>Measure</b>	<b>Rank</b>
<ul style="list-style-type: none"> <li>Knowledge of your own role, what is needed to be delivered as well as how this fits within the team's role and its contribution to services</li> </ul>					A/I	E

<ul style="list-style-type: none"> <li>Working knowledge and implantation of health and safety procedures</li> </ul>	A/I	E
Skills and Abilities	Measure	Rank
<ul style="list-style-type: none"> <li>Able to communicate effectively and politely with a range of people including customers</li> </ul>	A/I	E
<ul style="list-style-type: none"> <li>Ability to interpret and carry out written and verbal instructions using your initiative</li> </ul>	A/I	E
<ul style="list-style-type: none"> <li>Able to demonstrate a commitment to work well and give practical help to others</li> </ul>	A/I	E
<ul style="list-style-type: none"> <li>Ability to contribute new ideas and suggestions for better ways of working</li> </ul>	A/I	E
<ul style="list-style-type: none"> <li>Able to manage your own workload and take responsibility for solving day to day problems to complete your own job, checking work for errors and correcting then as necessary</li> </ul>	A/I	E
<ul style="list-style-type: none"> <li>Demonstrate a positive approach to change</li> </ul>	A/I	E
<ul style="list-style-type: none"> <li>Ability to carry out safe working practices in accordance with current health and safety legislation.</li> </ul>	A/I	E
<ul style="list-style-type: none"> <li>Ability to work outdoors all year round in all weather</li> </ul>	A/I	E
Additional Requirements	Measure	Rank
<ul style="list-style-type: none"> <li>Willing to work flexibly in accordance with policies and procedures to meet the operational needs of the council.</li> </ul>	A/I	E
<ul style="list-style-type: none"> <li>Willing to undertake training and continuous professional development in connection with the post.</li> </ul>	A/I	E
<ul style="list-style-type: none"> <li>Work in accordance with the council's values and behaviours.</li> </ul>	I	E
<ul style="list-style-type: none"> <li>Able to undertake any travel in connection with the post.</li> </ul>	A/I	E