



3 Cricklade Court, Cricklade Street
Old Town, Swindon, SN1 3EY

Telephone: 01793 467142

<https://jobs.coepirecruitment.com/job/cemetery-grounds-person>

Cemetery Grounds Person

Description

To maintain a high standard in all aspects of cemeteries & crematorium service provision in line with the current Swindon Borough Council policy.

Based at Kingsdown Crematorium, SN25 6SG.

Responsibilities

1. Carry out all aftercare duties for the grave plots & floral tribute areas in line with current guidelines.
2. To use best horticultural practice in the maintenance of specific areas of work as directed.
3. To use own initiative on day-to-day activities within the overall guidelines set out by the supervisor.
4. Working to exact deadlines and delivering a high quality standard in all areas of cemetery maintenance.
5. Work undertaken will be of a highly skilled nature and post holders would be expected to be proficient in the use of equipment, plant and machinery and have thorough knowledge of the plant material that is being tended and drive all associated vehicles.
6. Cleaning work in and around cemetery areas including the Chapel & Depot.
7. The basic maintenance, cleaning and safe use of hand tools, hydraulic ride on mowers, many power tools including hedge trimmers, strimmers, garden vacuums, blowers, push mowers (petrol, diesel, electronic, rotary, cylinder, flymos, dumpers and mechanical diggers, vans & trailers). Mechanical knowledge of the tools used.
8. To undertake gardening/general grounds maintenance to a high level within the cemeteries, duties could include planting of trees and shrubs and aftercare, seeding, pruning, watering, feeding, weeding, herbicide/fungicide application, hedge cutting, snow clearing, construction and renovation, working in such areas as flower beds, shrubberies, woodlands and whip areas, herbaceous borders etc.
9. To maintain the highest level of customer care in line with service standards. Important aspects of this are dealing with the general public, the bereaved in a sympathetic nature, funeral directors, stonemasons etc.
10. To fully comply with SBC and the Industry Health and Safety Policy while delivering the service.
12. Basic form filling/administration skills in order to record work accurately, vehicle logs, waste disposal tickets, pesticide application records.
13. To have good knowledge of the regular maintenance grounds works and be

Date posted

13 June 2023

Reference

CR949139

Base Salary

£ 11.65

Job Location

SN25 6SG, Swindon

Working Hours

8am to 4pm

Beginning of employment

ASAP

Employment Type

Full-time, Temporary

able to work from plans to identify correct areas for maintenance.

Knowledge and Experience

Minimum:

- Experience in a cemeteries or a horticultural environment.
- Experience in using all types of excavation/construction & grounds maintenance machinery
- Full clean driving licence
- Happy to carry out all duties in sections 1, 3 & 13

Preferred:

- Horticultural qualification – City & Guilds Amenity Horticulture, RHS or NVQ2 or equivalent
- Driving licence covering the use of trailers
- PA1 & PA6 Pesticides licence

Working Environment

- Outside works
- Working in unpleasant conditions, extremes of temperature and inclement weather conditions
- Hazardous conditions will exist at times

Contacts



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Email: mail@coepi.uk