

**Elloughton cum Brough
Town Council**

Address: 60 Welton Road, Brough, HU15 1BH
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Telephone: 01482 665600
Website: elloughtonbrough-tc.gov.uk



Elloughton cum Brough Town Council Caretaker and Grounds person

Job Title: Caretaker and Grounds person
Location: Elloughton and Brough
Salary:
Hours: 10 hours per week (1 hour Saturday/1 hour Sunday)
Responsible to: Town Clerk

Person specification

The successful candidate must have the following skills and abilities:

- Honest and reliable
- Self-motivated
- Good organisational skills
- Be able to use initiative
- Good working knowledge, experience and ability to undertake grounds maintenance tasks.
- Have awareness of Health and Safety legislation.
- Previous working experience of building maintenance (painting & decorating, carpentry and fencing)

Key Responsibilities

- To undertake weekly inspections, required repair work, maintenance and refurbishment of Council property including street furniture and noticeboards.
- To complete weekly health and safety inspections of councils outdoor spaces, including play equipment. To notify immediately any hazards or issues to ensure appropriate action is taken to make safe.
- Carry out regular maintenance of hedges and grass belonging to the Town Council.
- To undertake weekend litter picking in the park.
- Complete litter picking in key hotspots around the Town on a weekly basis.
- Ensure the safety and maintenance of materials, machinery, tools and safety equipment.
- Liaise with other community group when required.
- To complete any other reasonable requests made by the Town Clerk.