Oaklands School

**Job Description**

**Grounds Person / Gardener**

## Grade: Scale 1a

Hours of work: 6 hours per week worked over 2 or 3 days

*Working hours may be changed on a seasonal basis in discussion with the post holder*

Contract Type: Term Time only (39 weeks)

Responsible to: School Business Director / Site Manager

### Main purpose of the job

Duties will be allocated on a daily basis according to need and season and will include;

Sweeping and weeding to ensure that paths and driveway are kept clear of weeds, leaves and other debris.

Weeding areas of paving.

Wedding all existing flowerbeds both within the school grounds and at the front of the school.

Watering plants as required.

Planting out flowerbeds and containers.

Maintaining gardening tools, ensuring they are cleaned after use and stored tidily in the garden shed.

Helping the site manager with maintenance of bushes, shrubs and trees.

Ensuring that the school playground areas are free of stones.

**In the case of inclement weather**

The gardener will be given tasks to undertake inside the school building similar to those undertaken by the school janitors such as cleaning, tidying and organising resources.