



## PERSON SPECIFICATION

**JOB TITLE: Deputy Grounds Manager**

	ESSENTIAL	DESIRABLE
<b>SKILLS, KNOWLEDGE AND QUALIFICATIONS</b>	<ul style="list-style-type: none"> <li>Valid driving licence –pre-employment check will be made</li> <li>Good IT computer/tablet skills using bespoke apps</li> </ul>	<ul style="list-style-type: none"> <li>GCSE – Maths &amp; English</li> <li>Qualifications in horticulture/turf management (NVQ Level 3 or equivalent) or relevant five years experience.</li> <li>Microsoft Office including Outlook, Word, Excel, Powerpoint</li> <li>COSHH knowledge</li> <li>IOSH health &amp; safety certificate.</li> <li>PA1/ PA6 spraying</li> </ul>
<b>EXPERIENCE</b>	<ul style="list-style-type: none"> <li>Experience with a range of sports surface preparation</li> <li>Experience of implementing general maintenance schedules</li> <li>Grounds maintenance skills including mowing, strimming, hedge cutting, ditch maintenance</li> <li>Tractor driving skills, including use of mounted equipment, and trailers.</li> <li>Safe operation of grounds machinery and equipment and basic servicing of equipment</li> <li>Equipment fault diagnosis and small repairs</li> <li>Able to follow plans and instructions accurately</li> <li>Understanding of health &amp; safety responsibilities.</li> </ul>	<ul style="list-style-type: none"> <li>Cemetery management</li> <li>Preparation of grounds maintenance schedules</li> <li>Experience of plant equipment (dumpers and diggers)</li> <li>Ability for working at height (following relevant training)</li> </ul>
<b>APTITUDES AND</b>	<ul style="list-style-type: none"> <li>Staff supervision</li> </ul>	

Date 21 May 2026

<b>ATTRIBUTES</b>	<ul style="list-style-type: none"><li>● Good levels of fitness &amp; strength working in all weathers</li><li>● Manual handling</li><li>● Problem-solving skills</li><li>● Good communication skills: verbal, telephone, written</li><li>● Good customer care skills</li><li>● Good interpersonal skills</li><li>● Ability to work alone or as part of a Team</li><li>● Strong self-motivation</li><li>● Good time keeping &amp; flexibility to work patterns</li><li>● A good approach to scheduled &amp; reactive work patterns</li><li>● Willingness to learn, undertake training and maintain CPD</li></ul>	
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