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**Grounds Operative Seasonal**

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| **Job grade** | **Level 1**  | **Reports to** | **Grounds & Logistics Manager and Duty Team Leader** |
| **Directorate** | **Zoo’s & Engagement** | **Function** | **Site Operation** |
| **Contract**  | **FTC – 6 months** | **Location** | **Regent’s Park** |

**Responsibility for resources**

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| **Direct line reports** | **N/A** | **Responsibility for other resources** | **machinery, confidentiality, animal welfare, staff, volunteers, visitors** |
| **Financial resources** | **N/A** |

**Our vision and mission**

The Zoological Society of London (ZSL) is an international conservation charity, driven by science, working to restore wildlife in the UK and around the world. Our vision is a world where wildlife thrives and every role, every person in every corner of ZSL has one thing in common – we are all conservationists, and passionate about restoring wildlife.

**Purpose of the role**

The Grounds Site Presentation operative will work on a 37.5-hour week basis across the 6 months of our busiest season. The site presentation operative will carry out a variety of tasks as assigned by their Line Manager and Duty Team leader. These duties will predominantly focus on site presentation and waste streams along with event/function preparation and presentation. The post holder will also need to promote a professional level of customer care and high hygiene standards across London Zoo Site.

**Key responsibilities**

* Jetting/deep cleaning of areas using a high-pressure washer.
* Weeding of areas using tools.
* Litter picking.
* Bin changing.
* Ad hoc painting with supervised training.
* Internal barriers & fencing off areas.
* Perimeter litter checks.
* Staff & public carpark bin and litter checks.
* Public toilet checks.
* Back of house maintenance.
* Uniform recycling.
* Waste streams.

The duties and responsibilities described are not a comprehensive list and additional tasks may be assigned from time to time that are in line with the level of the role.

**Person Specification**

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| Experience |

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| Essential | * Have GCSE or equivalent literacy and numeracy qualifications.
* Able to us Microsoft Office applications and Windows operating system.
* Following health and safety guidelines and procedures.
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| Desirable  | * Previous experience dealing with internal personnel at all levels; the post holder must use tact, diplomacy and promote a high level of customer care and with visitors and guests on ZSL sites
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| Knowledge and skills |

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| Essential | * Skills in using MS office packages, specifically Excel and PowerPoint or equivalent software packages will be acceptable.
* Experience in ground management (site and cleaning) processes.
* Good Interpersonal skills working part of a team.
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| Desirable | * Able to follow a process and work on their own initiative.
* Able to approach each task with a professional attitude.
* The job holder will be required to carry out some lifting, as there is potentially a large amount of manual handling required.
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| Additional requirements |

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| Essential | * This post will require extensive outside working with direct exposure to the weather and animals.
* The post holder will need to ensure that waste bins, site signage, picnic and person benches are always clean and tidy - this will involve the post holder cleaning these items and drying seating when wet.
* From time to time the post holder is requested to change work priorities. Routine decisions are made daily, based either on personal experience, own initiative or following discussions with the Grounds line management.
* Able to vary their working day e.g., start at 6am or finish at 11pm.
* On the odd occasion there may be a requirement to work outside of contractual hours; this may involve carrying out additional duties however you will be informed in notice and paid overtime or given time back in lieu.
* Able to work on a 37.5 hour week from Thursday through to Monday on a shift system as per team rota.
* They are also exposed to dirt (cleaning vehicles); personal risk (especially with machines), noise (e.g., machinery) and pollution (e.g., dust).
* To comply with and promote Health and Safety policies and procedures.
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