

JOB DESCRIPTION
Temporary Town Ranger

Main Function of Position

- To complete a range of maintenance and cleansing activities required to ensure Alsager is a clean, safe, attractive place to live with well-maintained streets and public spaces.
- Activities will include the maintenance of public open spaces, horticultural features, highway verges, car parks, formal parks and street cleansing duties.
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GRADE

SCP 8

Responsible To:

Facilities Manager

Responsible For:

N/A

Specific Responsibilities:

Responsible for completing skilled and unskilled tasks involved in the maintenance of Streetscape features anywhere within the town in accordance with all relevant Council policies, specifications and statutory requirements. The main activities include competently undertaking the following activities, including:

1. Representing the Town Council in the day-to-day community
2. Edging of grassed areas.
3. Reporting of CEC issues.
4. Painting of railings, bollards and bins.
5. Weeding pavements.
6. General maintenance of Town Council property
7. Cleaning of bus shelters and street signage.
8. Ad-hoc litter picking, dog waste collection, including attending community litter picks.
9. Health and safety inspections of Town Council property/public realm (as trained).
10. Additional maintenance of CEC street furniture.
11. Removal of fly posting and unauthorised banners.
12. Pruning of overhanging trees/bushes in public areas.
13. Driving, operating and maintaining (basic checks) the ranger's vehicles, plant and equipment, supplied by the service area (when qualified).
14. To operate and maintain all of the vehicles, plant and equipment in a safe and efficient manner.
15. To use and operate all resources in accordance with all Council policies, specifications, statutory requirements and adopted codes of practice.
16. Communicate and liaise with members of the public, stakeholders, partners and other staff members, in a positive way providing high degrees of customer care and service.
17. Ensure completion of appropriate documentation relative to the jobholder's post, i.e., timesheets and work records relating to Health and Safety.
18. To ensure prompt and effective response to client and/or staff complaints and to apply appropriate customer care techniques at all times.
19. Ensure all works are carried out to the required specification, both efficiently and economically.

20. To assist in managing customer requests and providing updates on Social Media so that prompt and appropriate feedback is provided to customers and the like.
21. To undertake identified training.
22. To apply the principles of customer care and good health and safety standards in accordance with the policies and procedures of the Council.
23. To undertake any duties commensurate with the post.

N.B. This document does not constitute a job specification and accordingly does not purport to represent an exhaustive list of all duties. It is intended to indicate the main areas of activity and the post holder may be required to carry out other similar tasks, as directed by the Town Clerk/Deputy Town Clerk/Facilities Manager.

Alsager Town Council
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