

Tractor Driver (Playing Fields and Artificial Pitches)

Department: Infrastructure, Housing and Environment

Division: Sport

Reports to: Grounds Supervisor

Grade: MW05

JE Ref: IHE1109

JE Date: 03/10/2021

Job purpose

To assist in the preparation and development of the grounds linked to the government's sports facilities (e.g. playing fields and artificial pitches, including cricket squares, football pitches, croquet lawns, bowls greens, tennis courts and their surrounds). The postholder achieves this by operating tractors, ancillary / specialist equipment, and other vehicles as required, at all times adhering to the appropriate health and safety protocols.

Job specific outcomes

Responsible for undertaking work relating to the preparation, maintenance and development of grounds forming part of the government's portfolio of sports facilities. This includes 'natural' playing fields but also specialist artificial surfaces (e.g. Tractor brushing, top-up with sand or rubber crumb, repair of seams). To achieve their objectives the postholder is required to primarily operate mid to large sized tractors as well as other vehicles, with a range of specialist ancillary tools and machinery. It is important that the postholder has at the forefront of their mind the health and safety protocols and requirements relating to their activities. In fulfilling their responsibilities, the postholder is required to:

- Ensure the safe and efficient operation of tractors, ancillary equipment, and other required vehicles on the Island's roads in accordance with highway and road traffic legislation. The postholder must record driver/operator use of vehicles and maintenance safety checks to all manufacturer's recommendations to both the base vehicle, such as a tractor, and any other equipment fitted (e.g. trailers, flails, chemical sprayers, front loaders, mower conditioners etc).
- Carry out works as delegated by the Grounds Person – Chargehand, with the role-holder having responsibility for planning their own working day to ensure that deadlines are met to minimise disruption and maximise the efficiency of work. For example, this will involve the postholder considering customers and users of facilities, traffic conditions, other members of the public and the weather. Occasionally, the postholder will be called upon to deal with urgent or emergency tasks. For example, ice, snow, storm debris, beach clearing.
- The postholder must apply and be able to quickly assess conditions where they are working, and plan a system of work accordingly, changing that system should conditions dictate, ensuring that at all times health and safety considerations are paramount.
- Maintain levels of competence and attend training as necessary for specialist purposes, such as the driving of forklift trucks, telehandlers, heavy trailers and the application of pesticides.

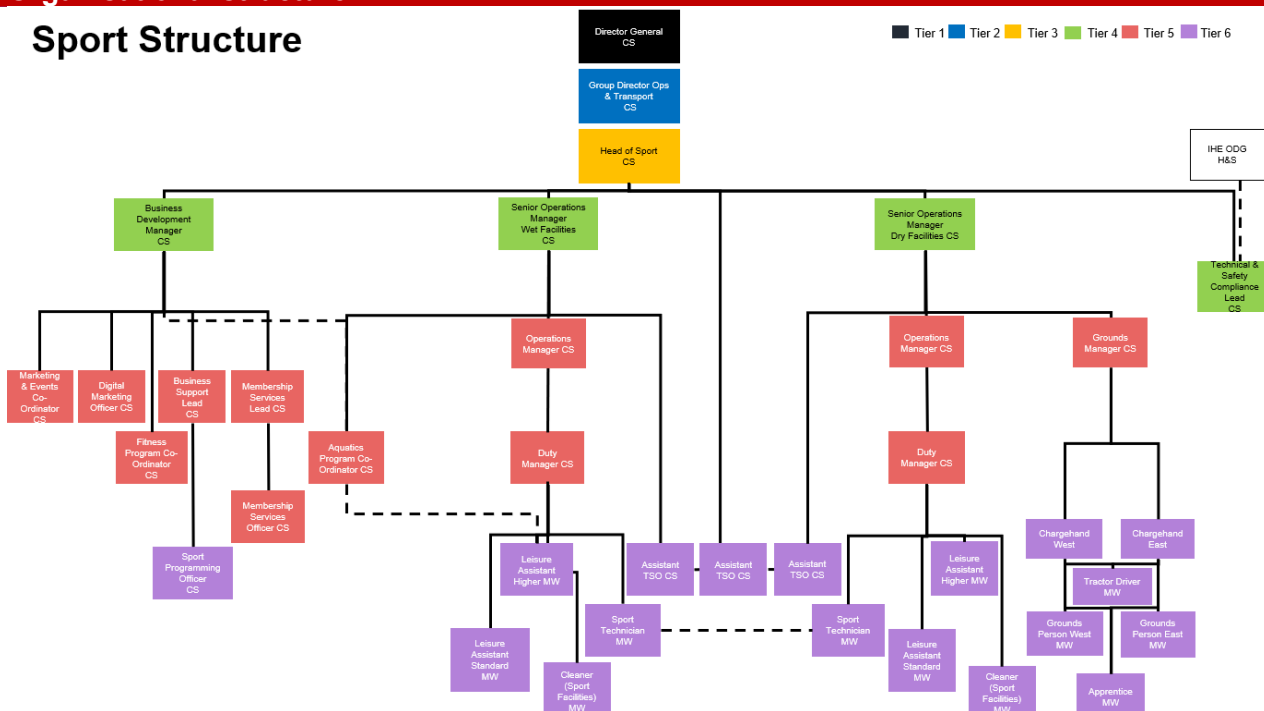
- Maintain accurate vehicle and equipment logbooks to ensure that all procedures followed have been fully recorded. This includes the postholder completing record sheet, detailing chemical use of pesticides in compliance with legislative demands.
- As part of the Grounds Maintenance team, the postholder will periodically be required to carry out manual labour tasks on an ad hoc basis when this becomes necessary. Such tasks are likely to include manual digging, raking, and sweeping.
- As part of the broader team, the role-holder is expected to contribute to continuous service improvements, providing customer and procedural feedback to their Chargehand. This will include the role-holder reporting on any deficient or defective vehicles, or specialist equipment, as well as making general suggestions on improvements that would enhance service delivery.

Statutory responsibilities
 Active engagement, participation and compliance with any other statutory responsibilities applicable to the role, as amended from time to time.

Services
 Tractor Driver / operator of a range of specialist ancillary tools and machinery to maintain the Sport divisions playing fields and artificial pitches.

Organisational structure

Sport Structure



Person Specification

Specific to the role

ATTRIBUTES	ESSENTIAL	DESIRABLE
<p>Qualifications <i>Please state the level of education and professional qualifications and / or specific occupational training required.</i></p>	<p>Competency certificates, and associated knowledge, for the safe operation of equipment that may be fitted to a tractor (e.g. hedge cutters, verti-drains, ploughs, gang mowers, flail mowers, rotary mowers, front end loaders, log-grabs, backhoes, and pesticide sprayers). In respect of this latter equipment, the role-holder must hold spraying certificates PA 1 and PA 2. Occasional requirement for beach cleaners,</p>	<p>Desirable to have a LANTRA or NPTC certificate in Tractor Operations</p>
<p>Knowledge <i>This relates to the level and breadth of practical knowledge required to do the job (e.g. the understanding of a defined system, practice, method or procedure).</i></p>	<p>Exercise knowledge of local road networks and site locations together with experience of driving off-road. E.g. the occasional requirement to drive Tractors on the Island's beaches. This includes knowledge of tidal movements and the risks associated with driving and operating tractors on beaches.</p>	<p>First-aid</p>
<p>Technical / Work-based Skills <i>This relates to the skills specific to the job, e.g. language fluency, vehicle license etc.</i></p>	<p>A full driving licence relating to category B, plus category C (Heavy Goods e.g. for manoeuvring 6 tonnes or more) plus category E for towing a trailer (e.g. 1-2 tonnes).</p> <p>Undertake safe use and first-line maintenance of a wide range of vehicles, plant, and equipment,</p>	<p>A category F (Agricultural tractor) licence is only required in the absence of holding a category B licence. The ability to drive a tractor is covered under the category B licence. Therefore, would not be relevant in this instance (i.e. where category B is essential).</p>

	gaining such knowledge through formal training.	
<p>General Skills/Attributes <i>This relates to more general characteristics required to do the job effectively, e.g. effective written communication skills, ability to delegate, motivation or commitment etc.</i></p>	<p>The postholder needs the ability to:</p> <ul style="list-style-type: none"> • Understand and apply legislative requirements in relation to health and safety at work, ensuring the safe separation of work areas from colleagues and the general public when operating specialised equipment. • Understand and apply safeguarding awareness / protocols. 	
<p>Experience <i>This is the proven record of experience and achievement in a field, profession or specialism. This could include a minimum period of experience in a defined area of work if required by an external body (for example a period of post-qualification experience).</i></p>	<p>Significant previous experience of competent and safe use of a wide range of tractor ancillary equipment, and of driving and reversing large tractors on local roads with or without towed equipment such as loaded trailers, sprayers, Long Arm Hedge Cutters etc.</p> <p>It would be expected that an appointee would be experienced in working independently.</p>	<p>Familiarity with the multi-surface playing fields / artificial pitches.</p>

Core Accountabilities, Attributes and Behaviour Indicators

Appointees to this role will be required to adhere to and perform their duties in line with the standards identified in the Government of Jersey tier 6 core accountabilities attributes and behaviour indicators.

Organisation chart

One Government Departments

