

LONG ASHTON PARISH COUNCIL

GARDENER JOB DESCRIPTION

This is a list of the type of work the Gardener does – it isn't exhaustive and there may be other tasks as agreed with the Clerk. The general remit is to keep the Burial Ground looking well cared for.

Burial Ground (BG)

Maintain beds and borders, digging over and keeping weed free

Maintain the Polish memorial garden

Keep bushes and shrubs trimmed and shaped including the 6 box blocks

Maintain the compost bins - turning regularly and removing none compostable material

Prepare green and blue bins for fortnightly collections ensuring they are outside churchyard gate

Brush pathways in the BG and churchyard entrance

Keep main pathways free of weed wherever possible.

Dispose of dead flowers and wreaths from graves and areas in BG

Maintain main pathway down to BG - keep wall side edge free of weed

Keep pathway to sundial free of weed

Keep sundial free of weed

Apply grass seed to new graves (adding or taking away earth after settlement to maintain easy to mow area)

Remove tree debris from BG areas - problematic after high winds and not good for the mowers

Churchyard

Keep main pathways tidy

Collect dog mess

Check and clear moat - remove litter and weed/leaves which stop the flow of water

Remove tree debris - Douglas fir in particular

Islands

Maintain shrubs and bushes - mainly to keep them tidy but also to ensure an uninterrupted view, by traffic, of the main road

Weed both islands

Litter pick islands

Remove green bags of green waste back to churchyard

General

Report odd circumstances or maintenance required to Parish Clerk

Monitor grave diggers and monumental masons to ensure they keep the BG tidy and operate in the right areas

Do small maintenance jobs as required

Report dangerous trees or anything which might endanger the public

LONG ASHTON PARISH COUNCIL

Telephone (01275) 393551
Clerk@longashtonparishcouncil.com
www.longashtonparishcouncil.com

P O Box 3102
Long Ashton
Bristol BS41 9XA

Please continue on a separate sheet if necessary

APPLICATION FORM

Position applied for Burial Ground Gardener

Full Name -----

Address -----

Postcode -----

Telephone: -----

Email: -----

Present or most recent employment

Position -----

Employer -----

 Address -----

 Tel/email -----

Notice period (if relevant) -----

Date left (if relevant) -----

No approach will be made to your present employer without your permission

Please give us the name and contact details (including an email address if you have one) for two Referees (A referee should have known you for at least two years and it would be helpful if one of them has known you in a work related way.)

(1) -----

(2) -----

Please tell us about jobs you have done and about the skills you used and/or learned in those jobs.

Please tell us why you applied for this post and give examples of things you have done that make you particularly suited to the job.

If you have a disability please tell us about any adjustments we may need to make to assist you at interview.

Have you ever been convicted of a criminal offence? YES / NO
(This does not apply to any convictions which are spent under the Rehabilitation of Offenders Act 1974.) If Yes please give details.

Are you free to remain and take up employment in the UK with no current immigration restrictions? YES/NO

Do you hold a full, clean driving licence valid in the UK? YES/NO

I can confirm that to the best of my knowledge the above information is correct. I accept that providing deliberately false information could result in my dismissal.

Signature.....Date.....

Return the form either

By post to
Long Ashton Parish Council
PO Box 3102
Long Ashton
Bristol
BS41 9NF

By hand to
Parish Council Office
Jubilee Pavilion
Keedwell Hill
Long Ashton
BS41 9DP

Or scan and email it to
clerk@longashtonparishcouncil.com