

**Recreation Manager  
Person Specification (April 2022)**

	<b>Essential</b>	<b>Desirable</b>
<b>1. Educational, Professional and other qualifications</b>	<ul style="list-style-type: none"> <li>• Clean, Full driving licence with towing category (B+E)</li> <li>• City &amp; Guilds NPTC Level 2 Safe Use of Brush-cutters and Trimmers</li> <li>• Recreational equipment maintenance qualification</li> </ul>	<ul style="list-style-type: none"> <li>• First Aid Certificate</li> <li>• Manual handling training</li> <li>• City &amp; Guilds Level 2 Award in Agricultural Tractor Driving and Related Operations</li> <li>• Spraying Certificates PA1 &amp; PA6A</li> </ul>
<b>2. Work Experience</b>	<ul style="list-style-type: none"> <li>• 1 years experience of working in a similar environment with similar equipment</li> <li>• A good general understanding of horticulture and grounds maintenance</li> <li>• Practical experience of grounds maintenance</li> <li>• Experience in the use of tractor mounted equipment and ride-on mowers</li> <li>• Experience of towing trailers and or equipment</li> </ul>	<ul style="list-style-type: none"> <li>• Basic machine maintenance knowledge and experience</li> <li>• Experience of sourcing and purchasing recreational equipment</li> </ul>
<b>3. Skills, knowledge and aptitude</b>	<ul style="list-style-type: none"> <li>• Good customer care skills and able to deal with a wide range of people in challenging situations</li> <li>• Ability to work as part of a team</li> <li>• Able and sufficiently confident to work alone</li> <li>• Experience of line managing staff in a recreational environment</li> <li>• Ability to use initiative whilst working unsupervised</li> <li>• Be physically fit and able to undertake manual work such as digging and lifting</li> <li>• Knowledge and understanding of Health &amp; Safety responsibilities</li> <li>• Experience of writing and preparing risk assessments and other reports</li> <li>• Self motivated and takes a pride in work</li> <li>• Ability to prioritise</li> </ul>	<ul style="list-style-type: none"> <li>• Basic plant identification skills</li> <li>• General DIY skills such as painting, use of light hand tools e.g. drill, saw</li> <li>• Knowledge of the Town Council's role and responsibilities</li> <li>• Local government experience and awareness</li> </ul>