



## Lyme Regis Town Council

### Job Description

<b>Job Title</b>	Evening Seafront Attendant	<b>Grade</b>	£11.42-12.45 per hour
<b>Section</b>	External works	<b>Hrs</b>	Variable days, working three to four days a week, between 2pm and 11pm (times vary)
<b>Reporting To</b>	Operations Manager	<b>Working Pattern</b>	Fixed term – 10 July to 10 September

#### Job Purpose

- Caretaking of the seafront and other areas, such as the shelters and toilets maintained by Lyme Regis Town Council, and keeping them clean and clear of litter.
- To provide a uniformed council presence on the seafront in the evening.
- To undertake other duties commensurate with the post.

#### Main Duties

- To carry out seafront litter-picking, including emptying of waste bins and other cleaning tasks in accordance with the schedule/programme and in an effective manner.
- To close and lock the Marine Parade toilets at 11pm.
- General caretaking, cleaning and low-level maintenance of the shelters, stores, control room, toilets, beach showers and beach wheelchairs.
- Assist in the prevention of anti-social behaviour through a uniformed council presence.
- Patrol the town gardens, beaches and seafront as required.
- To notify the operations manager of any faults or vandalism to any street work or furniture or equipment immediately they are discovered and to assist in any remedial activities as directed.
- To undertake other duties commensurate with the post.

#### Dimensions

- Responsible for the caretaking and good condition of the seafront.

#### Supervision and Work Planning

- The post holder is responsible to the operations manager and will work according to an agreed schedule/work programme.

#### Contacts

- The general public.
- Other council staff.

- Contractors and organisations working with and alongside Lyme Regis Town Council.
- Emergency services.

### **Knowledge, Experience And Training**

- Practical common sense and an ability to work on own initiative.

### **Physical Effort And/Or Strain**

- Some physical effort and strain is involved in carrying out the litter-picking and cleansing duties.

### **Working Environment**

- Working in inclement weather conditions.
- Dealing with unpleasant or dangerous waste.

### **Equipment**

- Equipment for cleansing duties.
- Personal and protective equipment will be provided as necessary.

### **General**

- This job description only contains the principal accountabilities relating to this post and does not describe in detail all the tasks required to carry them out.
- Duties may vary from time to time without changing the character of the post or the level of responsibility.

### **Special Notes Or Conditions**

- The post holder may be required to provide cover on other days.