



Lyme Regis Town Council

Job Description

Job Title	Lengthsman	Grade	SCP 10-13 (£23,620 - £24,948) (pay review pending)
Section	External works	Hrs	37 hours' per week Additional out-of-hours' work may be required
Reporting To	Acting operations manager	Working Pattern	Mon – Thurs: 8am – 4pm Fri: 8am – 3.30pm Out-of-hours callouts at evenings, weekends and Bank Holidays may be necessary

Job Purpose

- To assist with the maintenance and repair of the town's open spaces, properties and assets.
- To undertake other duties commensurate with the post.

Main Duties

- Care and maintenance of the town's open spaces
- Low-level repair and general maintenance of the town's properties and assets
- Site clearances, general cleaning and litter-picking
- To report faults and vandalism to street work, furniture and equipment and to undertake minor repairs if required
- Minor highways' repairs
- Cleaning of gullies, ditches and sewers
- Verge-cutting and maintenance
- Beach cleaning
- Removal and control of weeds and other vegetation
- Grass cutting
- Checking and maintenance of public rights of way
- To undertake other duties as allocated within the general remit of this post, including assisting the council's gardening, maintenance, cleansing and enforcement teams

Dimensions
<ul style="list-style-type: none"> • To be responsible for the safe and appropriate use of tools and machinery. • To be responsible for the safe-keeping and good condition of tools, machinery and other equipment.
Supervision and Work Planning
<ul style="list-style-type: none"> • The post holder is line managed by the operations manager.
Contacts
<ul style="list-style-type: none"> • The general public • Other members of staff • Contractors and organisations working with and alongside Lyme Regis Town Council • Emergency services
Physical Effort And/Or Strain
<ul style="list-style-type: none"> • The work is physical and involves manual handling, including the lifting and moving of heavy materials and the operation of heavy machinery, e.g., lawn mowers, plant and construction machinery.
Working Environment
<ul style="list-style-type: none"> • The work varies with the seasons but is predominantly outside in all weather conditions. • Lone working is required.
Equipment
<ul style="list-style-type: none"> • Personal and protective equipment will be provided.
General
<ul style="list-style-type: none"> • This job description details the principal duties of this post; it does not describe in detail all the tasks required to carry out these duties. • The post holder must be familiar with, and comply with, the council's health and safety policies and procedures. • Duties will vary from time-to-time. Any variations will be comparable with the duties and responsibilities of the post.
Special Notes Or Conditions
<ul style="list-style-type: none"> • Seasonal demands may require the post holder to work outside normal hours • Out-of-hours call-outs may be necessary