



CITY OF TRURO
TRURO CITY COUNCIL

PERSON SPECIFICATION
Job Title: Contracts Foreman

COMPETENCIES	ESSENTIAL	DESIRABLE
Competent and professional ability to tender successfully for contracts.	Can provide examples of having done so.	Having worked in a position that has required this.
Able to manage a team i.e. day to day supervision, managing absence and timekeeping, carry out appraisals, ensure efficient and effective work output from staff.	Can provide examples of having done so.	Having worked in a position that has required this.
Able to plan and manage work programmes .	Can provide examples of having done so.	Having worked in a position that has required this.
Able to operate machinery and vehicles including tractors, trailers and mowers.	Hold a clean, valid driving licence and able to tow trailers.	Demonstrate previous experience of operating tractors, mowers (rotary and cylinder) and towing.
Able to maintain woodland areas i.e. working with chainsaws, shrub and flower beds i.e. design, bedding out, maintenance, shrubs, herbaceous borders, hoeing, weeding, strimming, hedge trimming, edging off, cleaning shrubberies, herbaceous shrub and rockery features and grass maintenance fertilising, aerating, scarifying, seeding, turfing, fine turf.	Can provide examples of having done so.	Holds relevant qualifications and/or worked in a position that has required this.
Able to carry out general maintenance and repairs of machinery and water features.	Can provide examples of having done so.	Having worked in a position that has required this.
Able to monitor appropriate stock levels and check orders and deliveries.	Can provide examples of having done so.	Having worked in a position that has required this.
An ability to understand health and safety requirements and general risk management related to hand tools and machinery.	Demonstrate an understanding and knowledge of Health and Safety and risk management relating to hand tools and machinery.	Can provide examples of having experience in safety standard and risk management.
Understanding of the use of chemicals .	Can provide examples of having done so.	Having worked in a position that has required this.