Newcastle City Council

Job Description

Post Title: Arborist EE351

Evaluation: 437 Points **Grade: N5**

Responsible to: Horticultural Services Manager

Responsible for: N/A

Job Purpose: To assist individually or as part of a team to provide a comprehensive arboriculture service in line with agreed service standards and budgets

Main Duties: The following is typical of the duties the postholder will be expected to perform. It is not necessarily exhaustive and other duties of a similar nature and level may be required from time to time.

1 To undertake arboriculture works e.g. tree removal, pruning, stump removal and any other associated tasks via work programmes in a safe and efficient manner. In line with the Authority's set procedures.

2 To control, supervise allocated resources including material, tools and transport.

3 To organise work on site and provide guidance to other employees as required in respect of grounds maintenance operations.

4 To liaise with stakeholders, staff of Neighbourhood Services and other Directorates, and provide advice and Guidance to members of the public as required.

5 To ensure records and statistics are maintained, including EMAS sheets and transport details.

6 Assist in the training and development of staff where appropriate.

7 In accordance with agreed arrangements, deal with emergencies outside working hours.

8 To promote and implement the Council's Equality Policy in all aspects of employment and service delivery.

9 To assist in maintaining a healthy, safe and secure environment and to act in accordance with the Council's policies and procedures.