2021 VAC 143

**JOB DESCRIPTION**

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| **Job title** | Assistant Fixed Play Equipment Technician |
| **Grade** | 2 |
| **Service/Team** | Neighbourhoods Directorate, Environmental Services – Local Services |
| **Main purpose of job *(i.e. why is post required?)*** | 1. To develop with the right training, a working knowledge of the relevant safety standards and guidelines set by the council in relation to all aspects of fixed play inspection, repair and servicing.
2. To assist the Fixed Play Park Maintenance Technicians in the regular inspection, servicing and repair of equipment.
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| **Key responsibilities *(i.e. what does the post broadly do to achieve its purpose?)*** | 1. Develop the experience and personal skills to assist with the weekly safety inspections relating to fixed play equipment fitted throughout the City and support the carrying out of all manner of repairs and service procedures to a variety of play equipment, for the Environmental Services - Local Services team.
2. Assist in maintaining records of all inspections and remedial action undertaken.
3. Carry out repairs to equipment and other fixed play facilities.
4. Successfully pass the required external training provided as part of the assistant role.
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| **Key tasks *(i.e the specific duties that are required to achieve responsibilities)*** | 1. Support the weekly inspection (or as frequently as directed) of equipment to ensure that safety checks are carried out to manufacturer’s and supplier’s recommendations and the appropriate UK and/or European Standards, in order to ensure that the safety and service standards set by the council are met and achieved.
2. Learn the process of regular equipment inspections and assist in the carrying out of repairs to equipment in accordance with the agreed inspection regimes including the replacement of minor component parts and the replacement and/or installation of items of play equipment.
3. Remove litter within the safer surfacing zone or within an area approximately two metres outside of this zone or within any other defined play area boundary.
4. Maintain and/or assist/advise in the maintenance of loose fill and grass-matis surfaces to suppliers’ recommendations. To maintain wet pour to the suppliers’ recommendations
5. Ensure that all play areas are left in a clean, safe and tidy condition following repairs or inspections.
6. Maintain appropriate records of all inspections undertaken using paper based or other recording systems, as required and to report any immediate hazards to the Environmental Services Fixed Play Officer.
7. Report any other issues of concern observed during the daily activities or movement between inspection sites.
8. Undertake any other duties as may be reasonably required by the Environmental Services Fixed Play Officer or other managerial or supervisory staff.
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| **Other duties/specific policies e.g. DBS** | 1. The postholder must carry out his or her duties with full regard to the Council’s Equal Opportunities Policy.
2. The postholder must act in compliance with data protection principles in respecting the privacy of personal information held by the Council.
3. The postholder must comply with the principles of the Freedom of Information Act 2000 in relation to the management of Council records and information.
4. The postholder must comply with the Council’s health and safety policy and work in accordance with the service’s risk assessment/safe systems of work.
5. A full current driving licence is desirable.
6. Must be capable of working without direct supervision.
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