

Arborist

Reports to: **Operations Manager**

Direct reports: **None**

Evaluation: **437 points**

Grade: **N5**

Reference: **EE351**

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

These are some of the typical duties you will be expected to perform. This is not exhaustive, and you may need to complete similar tasks as required.

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 and industry codes of practice.
2. Complete all necessary paperwork to accurately record work, maintain digital records of work carried out and progress of work in accordance with corporate procedures.
3. Record LOLER operator interim inspections on personal climbing equipment and lowering equipment.
4. Ensure the safety of other employees and the public in relation to the work undertaken including the safe use of all plant, materials, equipment, and tools.
5. Interact with service users, members of the public, colleagues and councillors in a courteous and respectful manner.

6. Assist/create site specific risk assessments and method statements in order to ensure work is performed in a safe and responsible manner.
7. To organise work on site and provide guidance to other employees as required in respect of arboriculture operations.
8. To liaise with stakeholders, staff of Neighbourhood Services and other Directorates, and provide advice and guidance to other employees as required.
9. Carry out routine vehicle driver and equipment operator checks in accordance with council procedures.
10. Assist in the training and development of staff where appropriate. Engage with training as required.
11. In accordance with agreed arrangements, deal with emergencies outside working hours.
12. To promote and implement our *Diversity, Equality, Equity, and Accessibility* policy in all aspects of your employment.
13. To help maintain a healthy, safe, and secure environment and to adhere to our policies and procedure.