

# Job Description: Cat 2 Groundworker

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**Direct Report Line:** Resource Manager

**Site Attendance Report Line:** Site Manager

**Grade:** 6/C2

**Responsible for:** To take reasonable care for the health and safety of himself and of other persons who may be affected by his acts or omissions at work; and

(b) As regards any duty or requirement imposed on his employer or any other person by or under any of the relevant statutory provisions, to co-operate with him so far as is necessary to enable that duty or requirement to be performed or complied with.

*(REF: Health and Safety at Work Act 1974)*

**Main role:**

To conduct general site duties, operate machinery and plant in your competency range in a safe and responsible manner to assist with the efficient and effective delivery of allocated projects.

## Duties and responsibilities:

### People:

- **Client Management** – Know the client, treat with respect .
- **Performance Management** – manage your time and workload responsibly; conduct business and yourself in a professional manner; provide support to Site Manager plus colleagues wherever and whenever needed.
- **Training and Development** – participate fully in training and development activities whether they be for remedial or developmental purposes, give support to all other operatives and team members on site. **What you have is worth knowing.**
- **Health & Safety** – abide by the H&S policies and procedures keeping yourself up to date with training; report potential risks as soon as identified. **Don't walk by.**

### Planet:

- Promote the ethos and image of Land and Water Services.
- Ensure all environmental legislation is followed.
- Minimise environmental impact.
- Maintain the efficient running of onsite equipment & small plant (pumps, generators etc.)
- **Don't walk by.**

### Profit:

- Maintain the cost-effective working condition of machinery and plant and equipment daily you are trained and competent to use.
- Be conscious of the storage and handling of materials and resources.
- Ensure correct ticket CSCS is obtained and up to date.  
**CHECK BEFORE YOU USE IT!!!**
- Recommend cost effective alternatives to materials, processes, and resources.
- Security – ensure the highest standards are maintained to minimise loss and vandalism.
- Quality – Report any damages or defect as soon as identified.

**Behavioural:**

- **Passion & Excellence:** - pursue a can-do attitude; being proactive and owning your work. Challenge the status quo and love what you do.
- **Respect** – be aware of your impact on others; value openness and carefully listen to the review of others. Respect your colleagues, customers, the public, self and environment. Look after the tools of your trade.
- **Collaboration** – work together to achieve a common goal.
- **Empathy** – demonstrate a caring approach to your colleagues, customers, the public and self.
- **Honesty & Integrity** – when something goes wrong – own it! Learn from mistakes and avoid it happening again.

**General Attributes**

- Assist to ensure you complete your timesheet on time and submit.
- Positive, helpful attitude in dealing with fellow employees and clients.
- A proactive attitude to H&S and people's welfare.
- We require honesty – whereas a caring company we can accept a mistake but we cannot accept dishonesty.
- Having the good interests of the business, environment, and its people as a priority.
- Working towards the success of each project you are involved in.
- Assist the Site Manager, Forman, Ganger or Charge Hand to the best of your ability and their requirements in a helpful civil manner.
- General maintenance of other site equipment (pumps, generators etc.)
- In low workload periods, you may be hired out to agencies to work for other companies to keep **you** earning and **Laws** costs down, be always professional we may need them again.
- Refer to and follow all regulation in LAWS Employee Handbook & Driver Handbook.

### **Basic C2 Groundworker Criteria**

CSCS Green Card or CPCS Red Card, as well as relevant experience dictated in the Person Specification.