

CANDIDATE SPECIFICATION

Amenities Officer



JOB REQUIREMENTS	ESSENTIAL/ DESIRABLE	EVIDENCE
<p>Knowledge</p> <p>1. Good knowledge of Yeovil town</p> <p>2..Knowledge of horticulture and property maintenance</p>	<p>Desirable</p> <p>Essential</p>	<p>Application Form & Interview</p> <p>Application Form & Interview</p>
<p>Skills and Abilities</p> <p>3. Good communication and interpersonal skills</p> <p>4. Good customer services skills</p> <p>5. Physically strong/fit</p> <p>7. Good sickness record</p> <p>8. Ability to use relevant tools and machinery in line with best practice</p> <p>9. Ability to produce inspection reports and carry out other administrative requirements as required to fulfil this job role.</p>	<p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p>	<p>Interview</p> <p>Interview</p> <p>Interview</p> <p>Application Form & Interview</p> <p>Application Form & Interview</p> <p>Application Form & Interview</p>
<p>Experience</p> <p>10. Experience of a physically active role</p> <p>11. Health and Safety Awareness</p> <p>12. Dealing directly with the public</p>	<p>Essential</p> <p>Desirable</p> <p>Desirable</p>	<p>Application form & Interview</p> <p>Application Form & Interview</p> <p>Application Form & Interview</p>
<p>Educational</p> <p>14. Driving licence</p> <p>15. Qualification in the use of pesticides (or willingness to gain)</p> <p>16. Relevant National Proficiency Tests Council Certificate(s) (NPTC) or equivalent</p>	<p>Essential</p> <p>Desirable</p> <p>Desirable</p>	<p>Licence</p> <p>Production of certificates</p> <p>Production of certificates</p>
<p>Work-related Personal Qualities</p> <p>16. Motivated to achieve high standards/performance</p> <p>17. Able to work as part of a team and under own initiative</p> <p>18. Flexible and adaptable approach to daily duties</p> <p>19. Ability to work weekends or evenings as required</p> <p>20. Excellent interpersonal skills</p>	<p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p>	<p>Interview</p> <p>Application Form & Interview</p> <p>Application Form & Interview</p> <p>Application Form & Interview</p> <p>Interview</p>