



Job title	Water Feature Technician	Job family and level	O&F Level 2
School/ Department	Estates Office – Grounds Section	Location	All University sites

Purpose of role

To provide a skilled role dedicated for water feature maintenance across all the grounds and campuses, to enhance the University landscape for recreational, aesthetic and habitat biodiversity purposes. Water features are a significant visual feature and skilled staff are required to keep them functional at all times and respond swiftly to faults and maintenance requests, especially before and during key events throughout the year to help maintain a clean and safe environment.

	Main responsibilities (Primary accountabilities and responsibilities expected to fulfil the role)	% time per year
1	▪ Undertake water feature plant maintenance to ensure correct operation of water treatment, filtration and pump equipment to include the safe isolation of water pipes and electrical units within the plant pits. ▪ Inspect pipe work for damage or leaks and checking systems to identify physical defects and faults and fixing or reporting issues. Troubleshooting features that are not working properly or automatically shutting down in order to discover fault location. ▪ Recording data and monitoring and maintaining chemical levels, measuring and recording water chemical levels using comparators in addition to taking computer readouts of dosing levels. Ensuring chemical levels remain above 2ppm to eliminate risk of legionella in water vapour. Identify the reasons for any discrepancies, carry out remedial actions to achieve correct dosage including adjusting computer set points for chemical applicator to rebalance the system. ▪ Identify and carry out necessary remedial actions to achieve correct dosage including adjusting and re-adjusting computer set points for chemical application to achieve correct system balance. ▪ Utilising technology and WIFI devices to respond to alerts and sensor readings sent directly from the water feature systems. ▪ To work independently to identify and correct problems where possible; to regularly liaise directly with specialist contractors and University Maintenance Teams accurately reporting recorded and live data where problems cannot be solved within the team, and to record and report back action taken to the team leader and line manager. ▪ Prioritising work systematically across all water features across all campuses and independently prioritise work schedules accordingly	70%

	Main responsibilities (Primary accountabilities and responsibilities expected to fulfil the role)	% time per year
	- React swiftly to reported faults and maintenance requests and be responsive to when chemical levels are adversely affected by temperature, wind, litter, vandalism and liquids poured into features. - To accurately record and report chemical stock levels for re-ordering purposes to insure against running out or overstocking; to ensure chemical dosing systems have a continuous supply of chemical and to inspect and clean filters, pump baskets, cages and fountain heads. - Legislative compliance and using correct apparatus and compliance with all COSHH regulations (Control of Substances Hazardous to Health) and confined space safety and rescue procedures including safe storage, transport and handling of chemical, working at height, correct inspection and operation of confined space rescue tripod, use of full-face gas mask, use of electronic gas meters for measuring gas levels in the work area. - The completion of access permits via the University's online permit system. - Safe isolation of electrical systems involving entering boiler rooms and buildings and communicating with buildings and estates staff to ensure safety; regular cleaning activities such as net, draining, scrub and vacuum as required. - Application of dye to retard algae growth; entering water features safely and carrying out equipment maintenance and algae removal whilst wading; regularly react quickly and efficiently to problems and prioritise work lists accordingly. - Working on all lakes, ponds, dykes, ornamental marginal edges, leaf collection and spraying around all water features. - Working from an inflatable boat or in confined spaces such as pumping chambers following appropriate training and certification.	
2	- Undertake all practical aspects of gardens maintenance and development, including have a reasonable knowledge of trees and shrubs, perennial and annual plants. Collection of litter and general debris throughout areas of assigned responsibility including collection and disposal of dead animal carcasses. - To adhere to health and safety regulations, and comply with University and external, standards, policies, procedures and codes of practice. May be required to assist with the training of less experienced staff as required. - To include all practical aspects of sports grounds maintenance and development, including have a reasonable knowledge of turf and artificial surfaces and their preparation for different sports. - The cleaning and security of grounds buildings, work and storage areas and equipment and stock. To complete relevant paperwork including gritting and timesheets, vehicle log sheets and job tickets as required. To report damage, vandalism, vehicle and machinery defects and operational problems as required.	20%
3	The operation and security of tractors including use of loaders, trailed, rear mounted and powered equipment, mowers and other horticultural and sports grounds machinery including correct adjustment and safe	3%

	Main responsibilities (Primary accountabilities and responsibilities expected to fulfil the role)	% time per year
	performance in various conditions. Tractor driving can involve gross train weights up to 15 tonnes when towing 10 tonne trailers and can represent up to £50,000 in vehicle value. Operation of the Hookloada Trailer System requires HGV compatible skills when loading and unloading skips. The driving and security of road vehicles involved in grounds maintenance operations visiting other sites with trailers as required.	
4	▪ Safe storage and use of fuels and oils. Safe storage and application of chemicals and pesticides to control weeds, fungal and insect pests in turf, shrub, rose, tree plantings, algal blooms in water features and hard landscapes. Disposal of waste products in accordance with legislation. Record keeping as necessary.	3%
5	▪ Assist in preparing for and staffing of special projects and events such as graduation ceremonies, sporting tournaments, conferences, etc. Duties will include car parking, arrangement of floral displays, and erection of fences and gazebos, attendant duties at sports events including supervision of sports facilities, dressing rooms and pavilions. Assist in glasshouse unit with production of bedding plants etc. including plant sales. ▪ Any other duties appropriate to the grade and role of the person appointed.	4%

Person specification

	Essential	Desirable
Skills	▪ Ability to communicate clearly with students, staff and visitors. ▪ Knowledge of amenity landscape and sports turf maintenance practices including safe working practices and risk assessments. ▪ Ability to maintain and drive a wide range of vans, utility vehicles, etc. up to 3.5 tonnes including the towing of trailers within licence restrictions in all weathers and at night. ▪ Ability to operate a wide range of powered pedestrian and ride-on machinery including agricultural and compact tractors in all weathers and at night. ▪ Knowledge of trees and shrubs, perennials and annuals, natural turf and artificial surfaces. ▪ Actively seeks to develop self. ▪ Adaptable. ▪ Attention to detail. ▪ Concentrates attention and activity on customer. ▪ Effective communicator. ▪ Seeks explanations and solutions. ▪ Willing to work in adverse weather conditions including extremes of hot and cold.	▪ Basic IT and computing skills for accessing emails, online systems and use of mobile phones, etc.
Knowledge and experience	▪ Prior experience of working with ornamental water features including lakes and ponds in a similar grounds maintenance role with associated equipment. ▪ Ability to work with minimal supervision.	▪ Experience of supervising less experienced staff or volunteers. ▪ Understanding and knowledge of grounds maintenance operations in relation to current environmental legislation, i.e. CRow Act
Qualifications, certification and training (relevant to role)	▪ Good level of literacy and numeracy. ▪ NVQ 2 and/or City and Guilds Level 2 in Amenity Horticulture or	▪ Evidence of continuing professional development. ▪ Ladder training. ▪ Lifting and handling training.

	Essential	Desirable
	Sports Grounds Practices or equivalent level qualification. ▪ Possess or be willing to work towards a confined spaces approved and certified course. ▪ Basic knowledge of water treatment, filtration and plant operation. ▪ Possess or be willing to attend a Legionella awareness course. ▪ Full, current driving licence ▪ Lantra or NPTC MO1 & MO1A Tractor & Loader Driving Certificate of Competence. ▪ Possess or be willing to work towards a First Aid certificate (this is a legal requirement of the confined space access and rescue procedures)	▪ To have or be willing to work towards IRSM National Pool Plant Operators Certificate. ▪ To have, or be willing to work towards the following City and Guilds Level 2 modules: Unit 229 (Work-Based Hort) Maintaining Water Features; Unit 227 (Practical Hort) Maintain a Garden Pond; Unit 346 (Work-Based Hort) Communicate. ▪ National Water Safety Course – Level 1 Water Safety Awareness Module (run by Royal Life Saving Society and designed specifically for people who work in and around water). ▪ NPTC PA6w spraying pesticide on and around water ▪ NPTC PA1 and PA6A Pesticide Storage and Application Certificates of Competence. ▪ Full driving licence with C1+E accreditation. ▪ NPTC PA2 Field Crop Sprayers Certificate of Competence.



Expectations and behaviours

The University has developed a clear set of core expectations and behaviours that our people should be demonstrating in their work, and as ambassadors of the University's strategy, vision and values. The following are essential to the role:

Valuing people	Is open and welcoming of others, approachable and respectful. Considers the wider point of view and delivers appropriate support and guidance to colleagues.
Taking ownership	Shows initiative and takes responsibility for own actions. Offers clarity and tactful support to colleagues to aid decisions and actions.
Forward thinking	Demonstrates the ability to learn, and enjoys the opportunity to develop. Likes to share and implement new ideas and improvements in their area of work. Seeks feedback from others.
Professional pride	Is self-appraising, seeking feedback from others and acts as a great role-model at all times. Keen to deliver the job well and be an effective member of the team.
Always inclusive	Is sensitive to the needs of others and understands every person is important, right across the organisation, irrespective of level, culture, disability or any other characteristic.

Key relationships with others

