



GREAT DUNMOW TOWN COUNCIL

GROUNDS ASSISTANT

**SCP13 - £29,064 per annum
Local Government Pension Scheme (LGPS)**

Great Dunmow Town Council is seeking to appoint a full time skilled grounds assistant to join a democratic organisation of 12 staff, working in a close team of 5. The team of grounds people are responsible for:

- Performing hedge cutting, strimming, grass cutting and general grounds maintenance
- Litter picking and fly tipping clearance of Town Council managed land as part of a team
- Maintenance and emptying of all Town Council managed bins as part of a team
- Providing annual leave cover to the Caretaker including assistance with setting out of hall bookings as part of a team overseen by the Amenities Manager
- Driving vehicles between sites
- Working as part of a team to install street furniture including benches, bins and signage
- Performing certain ground and drainage work across open spaces sites
- Maintenance of the Town Council's key public sites including the Jubilee Allotments, playgrounds, tennis courts, bus shelters and principal cemetery
- Involvement in new projects voted into action by the Council
- Attending periodic staff and team meetings
- Involvement in biodiversity, ecological and carbon reduction work including site improvements and nature friendly projects
- Any other duties as delegated by the Town Clerk and Operations Manager which are commensurate with the post
- A current clean manual driving license is required

This position would suit a person seeking to start or continue their career in open spaces management and build on their existing skillset at the forefront of running a growing town's principal services. Benefits include ongoing support and professional development with access to further qualification and skills development.

In addition the successful candidate will benefit from a minimum of 23 days annual leave and public holidays with an additional long service award, and admittance into the Local Government Pension Scheme (LGPS).

To apply, download and complete the application form on our [website](https://www.greatdunmow-tc.gov.uk) and forward to Amanda Alexander, Town Clerk via townclerk@greatdunmow-tc.gov.uk.

Application forms can also be obtained from Foakes House, Stortford Road, Great Dunmow CM6 1DG.

Applications close on Friday 31st July 2026.

Interviews will be conducted on the week commencing Monday 10th August 2026.