



MELKSHAM TOWN COUNCIL

Melksham Town Council is an Equal Opportunities employer

IS RECRUITING

AMENITIES MANAGER

Salary Range: £32,910 - £35,745

This is a fantastic opportunity, at an exciting time for our amenities team, for the right candidate to take their career to the next level. The successful applicant will assume responsibility for the management of all amenities owned and maintained by the Town Council and will be responsible for overseeing the work of the head grounds person and the outdoor amenity team. You and your team will be tasked with the day-to-day maintenance of Melksham town centre's external environment, while also ensuring all Town Council buildings are maintained and repairs are completed efficiently and effectively.

The incoming Amenities Manager will join us at a time when Melksham Town Council is taking back responsibility of several services from Wiltshire Council, including increasing ownership of grass cutting, bin collection, park upkeep and street cleaning responsibilities. We welcome this devolution, as it brings the service provider closer to the end user - with the added benefits of local knowledge aiding with the speed and effectiveness of delivering services. Inevitably, however, it also brings logistical challenges and extra demands with it.

The ideal candidate will have experience in

agricultural or horticultural management, but this is not an essential requirement and we welcome interest from people with varied backgrounds. Equally important is the energy, enthusiasm and 'get it done' attitude that is required to thrive in this role. The resulting benefits for the street scene and green spaces in our parks and recreation areas, and the pride of performance that comes with it will provide a rewarding role for the right person.

As well as undertaking work and people management, this position also requires the postholder to manage the outdoor services budget, prepare short, medium and long-term work schedules, and prepare a five-year buildings maintenance schedule with budgetary indications. Additionally, the Amenities Manager will be required to liaise with contractors where necessary. Part of the role will be office-based to accommodate for this work.

If you are interested in applying for this vacancy, please forward your CV with covering letter to townhall@melksham-tc.gov.uk. Applications must be received before 9 AM on **Wed, 11 November 2020. Shortlisted candidates will be asked to complete a short written exercise prior to interview. Interviews to be held on **Wed, 18 November 2020**.**



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