

**JOB SPECIFICATION - CARETAKER ROLE  
FETHARD TOWN PARK**

In addition to the listed duties the Caretaker will undertake other duties pertaining to the role as may be decided by the Board of Management of Fethard Town Park and/or as may be dictated by the needs of the Employer. It is expected that the Caretaker will, on his/her own initiative, identify tasks/duties that need to be carried out as part of the role subject to the authorisation of the Board of Management as appropriate. The duties listed are not intended to be exhaustive or exclusive.

**1. Contract Details**

- Contract Length: 12 months
- Part time hours: 19.5 per week
- Salary: €12,000 per year
- Job Type: Part-Time, Contract
- Schedule: Weekend availability
- Work remotely: No

**2. General Duties**

- To take care of/maintain the park pitches, walkways, equipment and general site maintenance and ensure that they are kept to an agreed/appropriate standard and condition
- To prevent insofar as it is possible, any damage to the park pitches, walkways, equipment and general site
- To report suspicious happenings and unauthorised persons on the premises.
- To keep in safe custody the keys of all building/structures/pitches on site and to ensure that no unauthorised person has any access to pitches
- To keep an inventory of equipment
- To keep the park grounds generally in good order
- To perform such other similar duties as may be required and generally to carry out such duties as may be required from time to time by the Employer
- Report and repair (as appropriate) anything that could be a hazard to the health, safety and welfare of park users
- Ensure that tools, equipment, implements etc are in a safe and secure place and that they are inaccessible to park users
- Identify shrubs that require trimming/keep all hedges, shrubs and trees trimmed and ensure in particular that none of these pose a hazard. Weed the flowerbeds and pathways. Plant shrubs and hedges, trim edges of lawns, apply weed-killer and antifungals to paths and driveways, line pitches, draw nets behind goalposts for games, tie back nets to single poles when not in use in order to prevent wind damage,
- Contact the Grounds Contractor to ensure that lawns and pitches are maintained in proper condition by cutting grass, collecting clippings, fertilizing and spiking pitches as required.
- Ensure that all lights are in working order

**3. Daily**

- Opening and Closing of pitch as and when necessary
- Walk in and around the park each day checking for litter, damage and general upkeep
- Check the temporary toilets to ensure no damage is done. Ensure that all toilets are provisioned correctly.
- Set out refuse bins for collection on allocated days. Ensure that bins are collected and that no unauthorised persons use them. Keep bin-yard tidy
- Be on call for day to day emergencies.



## Fethard Town Park

- During adverse weather-
  - If there is frost or snow salt the pathways
  - If red weather warning, Pitches closed for use. No floodlights in use