Groundsman/Gardener
Job Specification & Terms and Conditions

Job title, grade code	Groundsman/Gardener Fear Cúraim Talún/Gairdíneoir Grade Code: 4068
Remuneration	The salary scale for the post (as at 01/06/2026) is: €35,433, €37,294, €38,681, €39,260 €39,504, €40,081, €40,673 €41,137, €41,696 New appointees to any grade start at the minimum point of the scale. Incremental credit will be applied for recognised relevant service in Ireland and abroad (Department of Health Circular 2/2011). Incremental credit is normally granted on appointment, in respect of previous experience in the Civil Service, Local Authorities, Health Service and other Public Service Bodies and Statutory Agencies.
Campaign reference	26UHWS0611
Closing date	10th of December 2026 We recommend that candidates submit their application a minimum of 1 hour before the closing date and time to ensure their application form has been uploaded successfully to Rezoomo. Applications will not be accepted after this date and time; no exceptions will be made.
Proposed interview date (s)	Candidates will normally be given at least two weeks' notice of interview. The timescale may be reduced in exceptional circumstances.
Taking up appointment	A start date will be indicated at job offer stage.
Location of post	**University Hospital Waterford incorporating Kilcreene Regional Orthopaedic** Please note the initial vacancy is a permanent 0.5 WTE or part time post. A panel may be formed as a result of this campaign for University Hospital Waterford from which current and future, permanent and specified purpose vacancies of full or part-time duration may be filled.
Informal enquiries	Kenneth Power, Technical Services Department, University Hospital Waterford E-mail: ken.power@hse.ie Phone: 051 848005
Reasonable Accommodations	Candidates who require a Reasonable Accommodation/s to support their participation, at any stage, in the recruitment and selection process, should email Natasha Carton, Campaign Lead Natasha.Carton@hse.ie
Details of service	• The Technical Services Dept. UHW provides maintenance services to University Hospital Waterford, and to external HSE sites in Waterford City & County area

	• TSD provides maintenance services and support to Acute, Mental Health, Primary Care, and Disability Services • The Technical Services Dept. Staff structure is made up of a Dept. Head, Supervisors, Clerk of Work, Forepersons, and a multidisciplinary Craft Group consisting of Electricians, Plumbers, Carpenters, Plaster, Painter, Groundsmen, General Operatives.
Reporting relationship	The job holder shall report to the Technical Services Manager or their nominated Deputy
Purpose of the post	To provide essential Grounds maintenance in University Hospital Waterford and other external sites as required. Please note the initial vacancy is a permanent 0.5 WTE or part time post.
Principal duties and responsibilities	To provide flexible service covering a wide range of essential grounds maintenance duties including: • The maintenance & operation of grounds maintenance plant and machinery, including commercial grade ride-on Lawn mowers, gritting & road sweeping plant, Leaf Blowers, small Trucks & Vans, • Use of pesticides spraying equipment, • Use & safe storage of Fuels and chemicals. • Gritting and salting roads and pavements • Maintenance activity in relation to the May Park Lane Sewage Treatment Plant which may require participation in a weekend roster, if requested by TSD Management • Sweeping of Entrances and Car Parks • Waste collection and emptying of external /courtyard bins as directed • Have a working knowledge of the Health Information and Quality Authority (HIQA) Standards as they apply to the role for example, Standards for Healthcare, National Standards for the Prevention and Control of Healthcare Associated Infections, Hygiene Standards etc. and comply with associated HSE protocols for implementing and maintaining these standards as appropriate to the role. • To support, promote and actively participate in sustainable energy, water and waste initiatives to create a more sustainable, low carbon and efficient health service. • **The above Job Specification is not intended to be a comprehensive list of all duties involved and consequently, the post holder may be required to perform other duties as appropriate to the post which may be assigned to him/her from time to time and to contribute to the development of the post while in office.**
Eligibility criteria **Qualifications and/ or experience**	**1. Professional Qualifications, Experience, etc.** Eligible applicants will be those who on the closing date for the competition: i) The candidate must hold a certificate in Horticulture (Landscaping & Garden Design) or equivalent OR ii) The candidate must have 2 years' experience in maintaining and operating grounds maintenance Plant & Machinery in public open spaces, e.g. Council areas, housing estates, parks, factories, playing

	pitches, hospitals. OR iii) The candidate must have 2 years' experience in landscaping and gardening 2. **Health** A candidate for and any person holding the office must be fully competent and capable of undertaking the duties attached to the office and be in a state of health such as would indicate a reasonable prospect of ability to render regular and efficient service. **3. Character** Each candidate for and any person holding the office must be of good character. Quality of experience is better than stating a length of time. It is better to state what the candidate is expected to know or be able to do than stating a specific time.
Post specific requirements	• Demonstrate depth and breadth of Grounds maintenance experience in a commercial Or Health Care setting, as relevant to the role, including extensive knowledge and experience of maintenance procedures relating to the safe operation and maintenance of Grounds related equipment. • The Candidate must have previous experience employed in the maintenance of grounds in large open spaces, including grass cutting, and safe use of petrol hand mowers, petrol and diesel ride-on mowers, compact tractors/ gritters; strimmer's; hand held hedge cutters, small chain saws and pesticide spraying equipment. • The Candidate must have previous experience carrying out basic maintenance on Grounds plant – i.e. small petrol engines, 2 stroke engines and small diesel engines, and have adequate technical knowledge to carryout preventive basic maintenance on various types of grounds machinery. • Have successfully undertaken or be willing to undertake the Solas Safe Pass Health and Safety Awareness Programme, or equivalent approved training programme. • As this post will involve the driving of HSE owned vehicles, the successful candidate is required to Be the holder of a full clean B Driving Licence (Manual).Submit a copy of licence with completed Application form.
Other requirements specific to the post	• Access to appropriate transport to fulfil the requirements of the role, as this post will involve frequent travel between sites. • The post holder will be required to carry a HSE mobile phone or bleep during working hours or other aids of communication as required. • Due to the nature of the Post most of the works will be conducted outdoors (including roofs etc.) and in difficult weather conditions. The post holder will be required to work in all weather conditions when requested to do so, or when circumstances dictate. • Some overtime will be required, periodically.

	• The post holder will be required to participate in emergency call outs if necessary • The Post Holder must demonstrate flexibility to participate in revised rosters at short notice due to unforeseen circumstances and operational/service requirements. • The Candidate must be willing to work reasonable overtime if required and overtime at short notice in the event of severe weather events etc, due to the critical nature of the service involved. The Candidate will be required to reside within a reasonable travel distance of Hospital. • Use own transport to carry out duties in other sites as required; travel in company provided transport as directed by their supervisor or delegated persons
Additional eligibility requirements:	**Citizenship requirements** Eligible candidates must be: (i) EEA, Swiss, or British citizens **OR** (ii) Non-European Economic Area citizens with permission to reside and work in the State Read Appendix 2 of the Additional Campaign Information for further information on accepted Stamps for Non-EEA citizens resident in the State, including those with refugee status. To qualify candidates must be eligible by the closing date of the campaign.
Skills, competencies and/or knowledge	***Candidates must:*** **<u>Professional Knowledge & Experience</u>** • Demonstrates knowledge /skill relating to the operation, risks and safety precautions associated with: ○ Chemical Handling ○ Noise Protection ○ Abrasive wheels ○ Manual Handling ○ Working at Heights • Demonstrate a satisfactory understanding and experience of how large facilities and grounds are maintained, how to operate the machinery required /used, and what safety precautions must be implemented. • Demonstrate the ability to provide flexible service covering a wide range of essential general maintenance & grounds maintenance duties. • Demonstrate how to effectively handle multiple tasks. **<u>Planning & Organising Skills</u>** • Demonstrate evidence of effective planning and organising skills.

	• Demonstrate an understanding of the importance of value for money in the performance of work. • Demonstrate an organised, methodical, and structured approach to work including the ability to meet deadlines and effectively handle multiple tasks. • Demonstrate experience in working effectively under pressure. **Team Skills** • Demonstrate the ability to work independently as well as part of a multidisciplinary team and make positive contributions to that team. **Commitment to Providing a Quality Service** • Demonstrate a commitment to providing a quality service; including an awareness and appreciation of the service user such as patients, general public, medical and non-medical staff. • Demonstrate motivation and an innovative approach to job and service developments. **Problem Solving & Decision Making** • Demonstrate the ability to evaluate information, solve problems and make decisions in a timely manner. • Demonstrate the ability to work within a multi-disciplinary team to resolve problems and implement solutions. **Communication / Interpersonal skills** • Demonstrate effective communication skills including the ability to present information in a clear and concise manner, written and verbal. • Demonstrate effective interpersonal skills. • Demonstrate an ability to receive and implement instructions in an effective and efficient manner.
Campaign specific selection process **Ranking/shortlisting / interview**	A ranking and or shortlisting exercise may be carried out based on information supplied in your application form. The criteria for ranking and or shortlisting are based on the requirements of the post as outlined in the eligibility criteria and skills, competencies and/or knowledge section of this job specification. Therefore, it is very important that you think about your experience in light of those requirements. Failure to include information regarding these requirements may result in you not progressing to the next stage of the selection process. Those successful at the ranking stage of this process, where applied, will be placed on an order of merit and will be called to interview in 'bands' depending on the service needs of the organisation.
Diversity, equality and inclusion	The HSE is an equal opportunities employer. Employees of the HSE bring a range of skills, talents, diverse thinking and experience to the organisation. The HSE believes passionately that employing a diverse workforce is central to its success – we aim to

	develop the workforce of the HSE so that it reflects the diversity of HSE service users and to strengthen it through accommodating and valuing different perspectives. Ultimately this will result in improved service user and employee experience. The HSE is committed to creating a positive working environment whereby all employees inclusive of age, civil status, disability, ethnicity and race, family status, gender, membership of the Traveller community, religion and sexual orientation are respected, valued and can reach their full potential. The HSE aims to achieve this through development of an organisational culture where injustice, bias and discrimination are not tolerated. The HSE welcomes people with diverse backgrounds and offers a range of supports and resources to staff, such as those who require a reasonable accommodation at work because of a disability or long-term health condition. Read more about the HSE's commitment to Diversity, Equality and Inclusion
Code of practice	The Health Service Executive will run this campaign in compliance with the Code of Practice prepared by the Commission for Public Service Appointments (CPSA). The CPSA is responsible for establishing the principles to be followed when making an appointment. These are set out in the CPSA Code of Practice. The Code outlines the standards to be adhered to at each stage of the selection process and sets out the review and appeal mechanisms open to candidates should they be unhappy with a selection process. Read the CPSA Code of Practice.
The reform programme outlined for the health services may impact on this role, and as structures change the job specification may be reviewed. This job specification is a guide to the general range of duties assigned to the post holder. It is intended to be neither definitive nor restrictive and is subject to periodic review with the employee concerned.	

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Terms and conditions of employment

Tenure	The post is pensionable. A panel may be created from which permanent and specified purpose vacancies of full or part time duration may be filled. The tenure of these posts will be indicated at "expression of interest" stage. Appointment as an employee of the Health Service Executive is governed by the Health Act 2004, the Public Service Management (Recruitment and Appointments) Act 2004, and Public Service Management (Recruitment and Appointments) Amendment Act 2013.
Working week	The standard weekly working hours of attendance for your grade are 39 hours per week. Your normal weekly working hours are 39 hours. Contracted hours that are less than the standard weekly working hours for your grade will be paid pro rata to the full time equivalent. You are required to work agreed roster/on-call arrangements advised by your Reporting Manager. Your contracted hours are liable to change between the hours of 8.00am and 8.00pm over seven days to meet the requirements for extended day services in accordance with the terms of collective agreements and HSE Circulars.
Annual leave	The annual leave associated with the post will be confirmed at Contracting stage.
Superannuation	This is a pensionable position with the HSE. The successful candidate will upon appointment become a member of the appropriate pension scheme. Pension scheme membership will be notified within the contract of employment. Members of pre-existing pension schemes who transferred to the HSE on the 01st January 2005 pursuant to Section 60 of the Health Act 2004 are entitled to superannuation benefit terms under the HSE Scheme which are no less favourable to those which they were entitled to at 31st December 2004
Age	The Public Service Superannuation (Age of Retirement) Act, 2018* set 70 years as the compulsory retirement age for public servants. *** Public Servants not affected by this legislation:** Public servants joining the public service or re-joining the public service with a 26-week break in service, between 1 April 2004 and 31 December 2012 (new entrants) have no compulsory retirement age. Public servants, joining the public service or re-joining the public service after a 26 week break, after 1 January 2013 are members of the Single Pension Scheme and have a compulsory retirement age of 70.
Probation	Every appointment of a person who is not already a permanent officer of the Health Service Executive or of a Local Authority shall be subject to a probationary period of 12 months as stipulated in the Department of Health Circular No.10/71.
Protection of children guidance and legislation	The welfare and protection of children is the responsibility of all HSE staff. You must be aware of and understand your specific responsibilities under the Children First Act 2015, the Protections for Persons Reporting Child Abuse Act 1998 in accordance with Section 2, Children First National Guidance and other relevant child safeguarding legislation and policies. Some staff have additional responsibilities such as Line Managers, Designated Officers and Mandated Persons. In the HSE, all Mandated Persons under the Children First Act 2015 are appointed as Designated Officers under the Protections for Persons

	Reporting Child Abuse Act 1998. You should check Schedule 2 of the Children First Act 2015 to see if you are a Mandated Person, and therefore a HSE Designated Officer, and be familiar with the related roles and legal responsibilities. Visit HSE Children First for further information, guidance and resources.
Infection control	Have a working knowledge of Health Information and Quality Authority (HIQA) Standards as they apply to the role for example, Standards for Healthcare, National Standards for the Prevention and Control of Healthcare Associated Infections, Hygiene Standards etc. and comply with associated HSE protocols for implementing and maintaining these standards as appropriate to the role.
Health & safety	It is the responsibility of line managers to ensure that the management of safety, health and welfare is successfully integrated into all activities undertaken within their area of responsibility, so far as is reasonably practicable. Line managers are named and roles and responsibilities detailed in the relevant Site Specific Safety Statement (SSSS). Key responsibilities include: • Developing a SSSS for the department/service[1], as applicable, based on the identification of hazards and the assessment of risks, and reviewing/updating same on a regular basis (at least annually) and in the event of any significant change in the work activity or place of work. • Ensuring that Occupational Safety and Health (OSH) is integrated into day-to-day business, providing Systems Of Work (SOW) that are planned, organised, performed, maintained, and revised as appropriate, and ensuring that all safety related records are maintained and available for inspection. • Consulting and communicating with staff and safety representatives on OSH matters. • Ensuring a training need assessment (TNA) is undertaken for employees, facilitating their attendance at statutory OSH training, and ensuring records are maintained for each employee. • Ensuring that all incidents occurring within the relevant department/service are managed appropriately and investigated in accordance with HSE procedures[2]. • Seeking advice from health and safety professionals through the National Health and Safety Function Helpdesk as appropriate. • Reviewing the health and safety performance of the ward/department/service and staff through, respectively, local audit and performance achievement meetings for example. **Note**: Detailed roles and responsibilities of Line Managers are outlined in local SSSS.