



Chepstow Racecourse

Position:	Apprentice Grounds Person
Reporting to:	Head Grounds Person
Contract type:	Fixed Term, Full Time
Hours of work:	40 hours, 5 days out of 7

About the role

We have an exciting new job opportunity for an Apprentice Groundsperson to join the company and work within the existing Grounds team. We are looking for someone who is willing to learn and is looking for an opportunity to start their career.

You will assist in the maintenance of external areas, estate buildings and equipment. You will be responsible for the preparation and presentation of the turf course, stables, estates grounds, gardens and other facilities.

The successful candidate will be very proactive, be able to use their initiative and be highly motivated with a positive attitude towards work. Previous experience working within a similar environment is an advantage, but not necessary.

Key responsibilities for the role will include

This is a challenging yet rewarding role for a motivated individual. Although part of a team, working with one's own initiative is vital in delivering the responsibilities within this role.

1. Under the direction of the Clerk of the Course, carry out a maintenance programme for the course. The work entails working outside in changing and often inclement weather conditions and can be physically demanding.
2. To assist in preparing the course for racing – to include preparation and reinstatement of the course before, after and during racing, this to include:- Use of tractors, machinery and all weather maintenance equipment as required.
3. Maintain all lawn and garden areas and parade rings with particular attention to raceday and event presentation.
4. General maintenance of external areas, to include car parks, tracks, tarmac areas and horsebox park.
5. Ensure all external areas are free from weeds, rubbish and leaves.
6. You will be required to use various gardening, agricultural equipment, machinery, vehicles and chemicals in the process of carrying out your duties.



7. Abide by all regulations and safe working practices in accordance with current legislation and as detailed in the Company's Health and Safety Policy and Procedures
8. Due to the nature of this role, working unsocial hours will be a frequent occurrence, including late evenings, weekends and Bank Holidays.
9. Work Well in a team and have initiative to work by yourself.
10. Working closely with Clerk of Course and other officials such as BHA.

The above is not an exhaustive list of duties. The racecourse business is a dynamic and challenging environment and on occasion you will be required to assist in duties outside of those detailed in this job description and therefore a flexible approach is required.

Skills and Qualities

- Educated to GCSE or equivalent
- Relevant outdoor year round labouring experience is an advantage
- Knowledge of racing industry is an advantage
- Excellent time management skills
- Excellent attendance record
- Flexible approach to working
- Works well under pressure
- Organised
- Good Communication Skills
- Enjoy outdoor working
- Full clean driving licence

Other

To comply with all Health and Safety procedures associated with the department at all times. This relates to:

- Standards and procedures of correct working practices
- The completion of risk assessments
- COSHH regulations
- Use of Personal Protective Equipment

To control wastage and operate according to the Companies environment policy with regard to:

- product control and waste minimisation
- proper care and maintenance of equipment to prolong its life
- using towels in appropriate quantity to minimise unnecessary laundering
- proper separation and disposal of cardboard, paper and glass in recycling bins
- minimising energy wastage by switching off unused lights, heating, PCs and equipment



To be an ambassador for ARC and for our site, taking personal responsibility for finding out about our product and services, and at all times striving to represent the Company in the most professional, courteous and efficient manner possible.

The above is not an exhaustive list of duties, and you will be expected to perform different tasks as necessitated by your changing role within the organisation and the overall business objectives of the organisation.

Signed by Employee..... Date.....

Signed by Line Manager..... Date.....