

JOB DESCRIPTION



JOB TITLE	Hard Grounds Operative
DATE	July 2025
DIVISION	Healthcare & Education (SEF)
SITE / OFFICE	Designated Region – SEF
REPORTS TO	Site Supervisor/Facilities Manager

ROLE OVERVIEW

This recruitment campaign is being managed by **OCS Group UK** on behalf of **Sussex Estates and Facilities LLP (SEF)** - which is a partnership formed between OCS and the **University of Sussex**. SEF is the direct employer for this role and is responsible for delivering facilities management services across the University of Sussex estate.

OCS is proud to partner with the University of Sussex in this long-term collaboration. With a workforce of over 50,000 colleagues and a turnover exceeding £2 billion, OCS is a market leader in delivering innovative and award-winning services across facilities management, including hard services, cleaning, security, and catering. These strengths underpin our commitment to excellence in the SEF partnership.

Our shared mission is to enhance the University campus by ensuring it operates smoothly and efficiently, aligning with the University's values and commitment to sustainability. Together, we are dedicated to making the campus a better place for students, staff, and the broader community. The partnership is built on the core values of **Trust, Respect, Unity, and Empowerment**, guiding how we work and deliver services.

Please note: The employing organisation for this role will be Sussex Estates and Facilities LLP.

We are seeking a reliable and hardworking Grounds Worker to support the upkeep, repair, and maintenance of external areas across our sites. The successful candidate will play a key role in ensuring all outdoor spaces remain safe, clean, and visually well-maintained. This is a hands-on role requiring practical skills in surface repairs, cleaning, and general external maintenance.

KEY TASKS & RESPONSIBILITIES

- Carry out **paving repairs**, including lifting, re-laying, and replacing damaged slabs to ensure safe and even surfaces.
- Perform **minor tarmac repairs**, such as patching potholes, sealing cracks, and maintaining pathways and roadways to a safe standard.
- Undertake **brickwork repairs**, including repointing, replacing damaged bricks, and maintaining structural integrity of walls and small structures.
- Conduct **pressure washing** of external surfaces including pathways, walls, driveways, and communal areas to maintain cleanliness and appearance.
- Complete **day-to-day external repairs** across the site, addressing wear and tear, damage, and general maintenance needs promptly.
- Inspect outdoor areas regularly to identify hazards, defects, or maintenance requirements.
- Ensure all work is completed in compliance with health and safety regulations and company standards.
- Maintain tools, equipment, and materials in good working order and report any defects.
- Support seasonal maintenance activities such as leaf clearance, basic drainage upkeep, and general grounds care.
- Work both independently and as part of a team to complete assigned tasks efficiently.

QUALIFICATIONS, SKILLS & EXPERIENCE

- Previous experience in grounds maintenance, construction, or external repairs preferred.
- Practical knowledge of paving, tarmac, and basic brickwork techniques.
- Experience using pressure washing equipment safely and effectively.
- Ability to carry out manual work in varying weather conditions.
- Strong attention to detail and commitment to high-quality workmanship.
- Basic understanding of health and safety practices in a maintenance environment.
- Good time management and ability to prioritize tasks.

Working Arrangements

- Outdoor role in all weather conditions
- Physical work including lifting, bending, and prolonged standing
- May involve use of machinery and hand tools

Acceptance of role

Revisions:

The Company reserves the right to alter these responsibilities and you will be advised of any changes through the normal method of communication.

AGREEMENT:

I confirm that I have read and agree with the responsibilities specified within the Key Tasks and Responsibilities Section of this job description

Name:

(Job Holder)

Signature:

Date:

Name:

(Line Manager)

Signature:

Date: