

DUN LAOGHAIRE RATHDOWN COUNTY COUNCIL

Chomhairle Chontae Dhún Laoghaire – Rath An Dúin

GRADUATE PARKS SUPERINTENDENT TEMPORARY FIXED TERM SPECIFIC PURPOSE CONTRACT – 2 YEAR CONTRACT (Comp. I.D. 007108)

QUALIFICATIONS

1. CHARACTER:

Candidates shall be of good character.

2. HEALTH:

Candidates must be in a state of health such as would indicate a reasonable prospect of ability to render regular and efficient service.

For the purpose of satisfying the requirement as to health it will be necessary for each successful candidate, before he/she is appointed, to undergo at his/her expense a medical examination by a qualified medical practitioner to be nominated by the Local Authority. On taking up employment, the expense of the medical examination will be refunded to the candidate.

3. EDUCATION, TRAINING, EXPERIENCE ETC:

On the latest date for receipt of completed application forms each candidate must:

- hold a recognised Degree in Agricultural Science (taken in Horticulture) or the Master of Horticulture of the Royal Horticultural Society, London or equivalent professional qualification.
- Holder of a full Irish/EC driving licence, Category "B", free from endorsement

It is desirable that the ideal candidate shall:

- Possess good professional knowledge and skills;
- Be able to work independently or within multi-disciplined teams;
- Be capable of working on his/her own initiative;
- Possess good interpersonal and communication skills and have the ability to engage with a wide range of people;

The Graduate Parks Superintendent (Temporary) will work within a team under the direction of an Executive or Senior Executive Parks Superintendent or other appropriate official in delivering a programme of work with a view to gaining practical experience. He/she will research and prepare presentation material as required.

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PARTICULARS OF THE POSITION

1. The office is temporary, whole-time and pensionable.

The position is temporary and the successful candidate will be employed on a specific purpose contract basis, subject to satisfactory service, for a period of 2 years.

The specific purpose is: -

- to enable the successful candidate to achieve relevant 2 years post graduate experience
- to capture, record and populate a GIS based tree inventory database for the administrative area of the Council

THIS CONTRACT WILL NOT BE EXTENDED BEYOND A 2 YEAR PERIOD.

2. SALARY:

Fixed point salary: €30,265

Rate of remuneration may be adjusted from time to time in line with Government Policy.

The salary shall be fully inclusive and shall be as determined from time to time. Holders of the office shall pay to the Local Authority any fees or other monies (other than their inclusive salary) payable to or received by them by virtue of their office or in respect of any services, which they are required by or under any enactment to perform.

3. SUPERANNUATION CONTRIBUTION:

Persons who become pensionable officers of a Local Authority who are liable to pay the Class A rate of PRSI contribution will be required in respect of their superannuation to contribute to the Local Authority at the rate of 1.5% of their pensionable remuneration plus 3.5% of net pensionable remuneration (i.e. pensionable remuneration less twice the annual rate of social insurance old age contributory pension payable at the maximum rate to a person with no adult dependant or qualified children). Persons who become pensionable officers of a Local Authority who are liable to pay the Class D rate of PRSI contribution will be required in respect of their superannuation to contribute to the Local Authority at the rate of 5% of their pensionable remuneration.

All persons who become pensionable officers of a Local Authority will be required in respect of the Local Government (Spouses and Children's Contributory Pension) Scheme to contribute to the Local Authority at the rate of 1.5% of their pensionable remuneration in accordance with the terms of the scheme.

4. HOURS OF WORK

All new entrants to the Local Authority sector and any individuals on new appointments or promotion will work 37 hours per week.

5. PROBATION:

When a person is not already a permanent officer of a Local Authority and is appointed to a permanent office the following provisions shall apply, that is to say

- a) There shall be a period after such appointment takes effect during which such person shall hold office on probation;
- b) Such period shall be 6 months but the Chief Executive may, at her discretion, extend such period;
- c) Such person shall cease to hold such office at the end of the period of probation unless, during such period, the Chief Executive has certified that the service of such person in such office is satisfactory.

6. DUTIES:

The duties of the Graduate Parks Superintendent (Temporary) shall be such as may be assigned from time to time by the local authority and may include the following:

- Conduct street tree survey data collection
- Preparation of sketch designs, models, technical drawings, reports & specifications;
- Preparation of material for presentation, meetings, publication and exhibition;

The duties of the office are to give to the Local Authority and

- a) Such other Local Authority or bodies for which the Chief Executive, for the purposes of the City and County Management Acts, is Chief Executive, and
- b) To any other Local Authority or body with which an agreement has been made by the Local Authority or by any of the authorities or bodies mentioned in sub-paragraph (a) of this paragraph,

under the direction of an Executive or Senior Executive Parks Superintendent or other appropriate official in delivering a programme of work with a view to gaining practical experience in the area of parks management and surveying as may be required by any Local Authority or body herein before mentioned in the exercise and performance of any of its powers, functions and duties.

7. RETIREMENT:

New Entrants recruited to the Public Service on or after 1 January 2013

Pensionable public servants (new joiners) recruited to the Public Service for the first time on or after 1 January 2013 (the commencement date of the Single Scheme) will be members of the Public Service Pensions (Single Scheme and Other Provisions) Act 2012.

Pension age

Minimum pension age of 66 (rising to 67 and 68 in line with State Pension age changes).

Compulsory retirement age

Scheme members must retire at the age of 70.

In all other cases, staff recruited on or after 1 January 2013 who were employed in the Public Service on 31 December 2012 or within a period prior to 31 December 2012 not exceeding 26 weeks will retain their existing pension scheme terms and conditions.

In certain circumstances, e.g. where the public servant was on secondment or approved leave or remains on the same contract of employment, the 26-week rule does not apply.

8. RECRUITMENT:

Pursuant to article 8 of the Local Government (Appointment of Officers) Regulation, 1974, the Minister has given directions as follows:

- i. Selection of candidates for appointment shall be by means of a competition based on an interview conducted by or behalf of the Local Authority. The County Council **will not** be responsible for any expenses a candidate may incur in attending for interview. The merits of candidates shall be assessed by reference to their suitability for appointment, general knowledge and intelligence with extra credit for educational qualifications and experience of value, if any.
- ii. Panels may be formed on the basis of such interviews. Candidates whose names are on an panel and who satisfy the Local Authority that they are otherwise suitable for appointment may within the life of the panel be appointed as appropriate vacancies arise. The life of the panel will not be more than one year reckoned from the date of the formation of the panel unless extended.
- iii. The Local Authority shall require persons to whom appointments are offered to take up such appointments within a period of not more than one month and if they fail to take up the appointments within such period or such longer period as the Local Authority in its absolute discretion may determine, the Local Authority shall not appoint them.

Applications on the official form should reach the Human Resources Department, County Hall, Marine Road, Dun Laoghaire, Co Dublin not later than **4.00pm on 4th May 2017.**

Any claim in relation to the late receipt of application forms will not be entertained unless such claim is supported by a certified of evidence of postage from the appropriate postal authority.

Dun Laoghaire Rathdown County Council reserves its right to shortlist candidates in the manner it deems most appropriate.

Note Re: Canvassing

Any attempt by a candidate himself/herself, or by any person(s) acting at his/her instigation, directly or indirectly by means or written communication or otherwise, to canvas or otherwise influence in the candidate's favour, any member of the staff of the County Council, or person nominated by the County Council to interview or examine applicants will automatically disqualify the candidate for the position he/she is seeking.

Dun Laoghaire Rathdown County Council is an equal opportunities employer and welcomes applications from people with disabilities