



Job Description

- 1) Title: Gardener (Two)
- 2) Grade: GSS
- 3) Report to: Administrative Officer
- 4) Contract duration: initially for 2 years (possible extension of another 2 years based on performance)

Key duties and responsibilities:

- Soil cultivation, digging, forking, mulching, watering, raking, weeding, edging, pruning, seed sowing, bed preparation and planting to the office properties
- Plant and transplant flowers, shrubs, trees and lawns.
- Maintain gardens by naturally fertilising, trimming and making sure that plants are receiving adequate water.
- Prune trees and hedges in ways that help the plants' health, are safe and look good.
- Maintain lawn and grass areas Pruning and cutting
- Any other tasks assigned by the supervisor

Person Specification:

Skills:

- 1) Must be organized in the work and do the work meticulously
- 2) Must be detailed, giving special attention to each task
- 3) Must have strong work ethic and positive approach to the work

Qualification:

Not required