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| **Head Tractor Driver** |

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| **Reporting to:** | Farm Manager |
| **Working Hours:** | Full Time |
| **Salary:** | £25,372 - £30,112 per annum & accommodation |
| **Annual Leave:** | 26 electable days and 8 statutory days |

**Job Purpose**

The tractor driver will be responsible for all arable and grassland operations including fertilising, drilling, spraying, cultivating and harvesting. The person will also be responsible for the workshop and general machinery maintenance across the farm, relief feeding for livestock and other general farm work.

**Duties and responsibilities of the job**

1. **Main Duties**

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| 1. Arable operations to include drilling, fertilising, spraying, cultivations, grain handling and bale hauling |
| 1. All grassland operations to include mowing, tedding, raking, harvesting and clamping |
| 1. Machinery maintenance including responsibility for the workshop, general machine maintenance and some plant maintenance across the farm |
| 1. Relief feeding and livestock work as required during off peak arable periods |
| 1. General farm work including fencing, building maintenance and other farm work |
| 1. Mucking out yards and slurry spreading including tanker operation and umbilical spreading |
| 1. To maintain all relevant records required |
| 1. To carry out all hedge cutting work and associated work to assist with ELS/HLS compliance |

1. **Continuous Professional Development**

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| a. Participate in staff development activities to support Continuous Professional Development (CPD) and keep a Professional Development Portfolio (PDP) to evidence personal development and impact on practice. |
| b. Actively participate in the college performance management processes, including appraisals to support personal and professional development and enhance student experience. |

1. **Other responsibilities and duties**

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| a. To support and assist students while on farm during routines and work experience |
| b. Occasional help with livestock work |
| c. Undertake feeding work using a TMR feeder wagon |
| d. To ensure strict adherence to Health & Safety procedures |
| e. To comply with Plumpton College policy |
| f. To be a team player |

**Qualifications / Skills / Knowledge / Qualities**

At Plumpton College we are:

* Ambitious and Progressive
* Enterprising
* Professional
* Passionate about everything we do
* Supportive

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| **Essential criteria for the post** |
| 1. Minimum Level 2 in literacy and numeracy |
| 1. Arable experience, including drilling fertilising and spraying |
| 1. PA1 & PA2 |
| 1. Experience with GPS/Precision Farming systems |
| 1. Rough Terrain Forklift Certificate |
| 1. Workshop & Maintenance Skills including welding |
| 1. Full clean driving licence |
| 1. Current knowledge of farming and arable production systems |
| 1. General farm work and estate work experience |
| 1. Ability to work on own initiative and as part of a team |
| 1. Strong communication skills |

**CONDITIONS OF EMPLOYMENT**

**Working Hours**

Basic working hours are from 0830hrs to 1700hrs Monday to Friday but some flexibility will be required to meet the needs of the business. This is an all year round post. There will be some evening and weekend working required to support department and whole college events where there will be a requirement to attend.

**Annual Leave**

The holiday year is from 1 September - 31 August each year. The annual leave entitlement for this role is 26 working days, 8 bank holidays and efficiency days as stipulated by the Senior Management Team. Annual leave is bookable subject to business needs and should be planned and agreed with your Manager. Annual leave sheets will be available from the start of the new holiday year (1 September).

**Continuous Professional Development (CPD)**

This post will be entitled to CPD for updating, personal and professional development. All CPD must be planned, agreed and booked with your Line Manager.

**Benefits**

The candidate appointed to the post will automatically become a member of the LGPS Scheme and pay contributions as determined by annual salary levels. The pension scheme includes life assurance cover, and the College will also pay a contribution towards your pension. There is also free car parking and a competitively priced dining room service.

**Equality and Diversity**

Plumpton College is committed to the promotion of equal opportunities and is dedicated to pursuing non-discriminatory policies and practices and eliminating unfair discrimination on any basis. This means that no job applicant will receive less favourable treatment than another on grounds of gender, marital status, age, racial origin, disability, sexual orientation or political or religious beliefs.

**Criminal Record Check via the Disclosure Procedure**

The Rehabilitation of Offenders Act 1974 gives individuals the right not to disclose details of certain old offences when asked about their criminal record as they may be defined as ‘spent’.  There are exemptions to this if the individual is offered a post which involves contact with children or regular work at an establishment exclusively or mainly for children.

The post you have applied for falls into this category and, therefore, requires a criminal background check.

If a job offer is made, you will be asked to apply for a DBS Disclosure Certificate. The Disclosure Certificate will contain details of current and “spent” convictions, cautions, reprimands or warnings held on the Police National Computer, excluding certain specified old and minor offences.

The DBS Disclosure will also indicate whether information is held on government faculty lists of those individuals who are barred from working with children or vulnerable adults (if applicable).

The post-holder cannot begin employment with the College until the DBS Disclosure Certificate is received and considered by the Principal