

Job description - Works Supervisor (PB6A)

Job summary

The Works Supervisor will plan, deliver, and supervise work programmes for contractors and staff to ensure compliance with the UK Forestry Standard and UK Woodland Assurance Standard. Assist in setting and maintaining standards in all aspects of forest and woodland management to help meet business plan targets.

Reporting to the Kielder West forester, during the winter months you will run Hawkhope depot and the supply of trees saplings to the district; then during the summer have autonomy to devise your own work programme assisting the foresters in the wider Kielder area to deliver their work programmes.

This unique role has an estimated 70/30 split between practical and office-based tasks and would suit an organised individual with a talent in logistics. The job will involve communicating appropriately with colleagues and all stakeholders including landowners, neighbours, contractors, customers, and members of the public.

Key responsibilities & accountabilities

During winter months,

- supervise Hawkhope Depot and coldstore. Duties will include receiving trees from suppliers, checking quality, ensuring supply to treatment facility and dispatching trees to site, completing dispatch notes, all will a high level of accuracy.
- contribute to key programmes by managing stocks, deliveries and dispatches of fencing materials and chemicals to work sites.
- assist with fulfilling the plant orders of the district and supervise the pre-planting treatment programme of around 1.5M saplings. This will involve a portion of the week working on a forklift.

During summer months,

- supervise operational contracts including harvesting standing sales, ground preparation, fencing, estate management and recreation provision in order to identify health, safety, and environmental issues then to take corrective action as required.
- plan, deliver, and supervise work programmes for contractors and staff to ensure compliance with the UK Forestry Standard and UK Woodland Assurance Standard, monitor and record progress against the contract or work schedule.
- assist and support the Beat Foresters in collecting operational data for tasks such as the marking of trees for sale, tree safety inspections, fence line and boundary checks, pests and diseases and the assessment of tree density numbers on restocked and newly planted sites.
- complete site assessments and gathering data / information to inform operational planning, for example measuring timber for sale and maintaining stock records.

and any other tasks, reasonably requested by your line manager.

Location-specific information
Skills, knowledge & experience
<p>Essential professional and technical experience</p> <ul style="list-style-type: none"> • proven track record in successfully planning and supervising forest operations or hold a recognised Forestry qualification or similar qualification to National Diploma level • good understanding of Health & Safety in the workplace • knowledge and understanding of industry standards and best practice • competent IT user with experience in MS Office suite of applications. • excellent communication skills <p>Desirable professional and technical experience</p> <ul style="list-style-type: none"> • certificate of competence to operate a counterbalance forklift or a willingness to undertake the training and assessment within 2 months of starting in the role. • experience using Forester Web GIS software.
Qualifications
<p>Essential</p> <ul style="list-style-type: none"> • full UK Driving License <p>Desirable</p> <ul style="list-style-type: none"> • PA1 - Safe Handling and Application of Pesticides