# Shortlisting questions for Apprentice Gardener

## Guidance for applicants

As part of your application, you will need to provide answers to some shortlisting questions.

Do not send this document as a separate attachment. You will answer these questions on the online application system.

Your answers to the shortlisting questions are the most important part of your application. They will be used in the shortlisting process to assess whether:

* you meet the essential requirements for the role set out in the person specification
* you should be offered an interview.

Before you start your application, please read our guidance on [completing the application form](https://www.brighton-hove.gov.uk/jobs/council-jobs/application-form-guidance) and [on answering shortlisting questions](https://www.brighton-hove.gov.uk/jobs/council-jobs/shortlisting-questions-guidance). These give important advice which will increase your chance of success in the shortlisting process.

These are the questions you will be asked in the online application for this role. Do not answer them on this document. Instead, add your answers in the boxes that will appear as you go through the online application process.

Q1)

Please describe to us any gardening projects you have been involved with. Why did you enjoy it and what challenges did you find? How did you overcome them?

Q2)

Please tell us a about a time you completed a task working on your own and give an example of how you had to use your own initiative to complete the task?

Q3)

Please give an example of when you have had to keep accurate records? How did you ensure they were accurate and met the standard required? What do you think the outcome would be if you do not keep accurate records?

Q4) Communication skills are really important as you are working with the public as well as colleagues and completing your apprenticeship at college. What are all the different types of communication skills you might use in this role? Can you give an example of when you have communicated something effectively and why you feel it went well?

Q5)

We have an equalities policy at the council. What does Equalities mean to you and how do you think equalities relates to this role?

Q6)

What common hazards might you come across in a public park? Why do you think it is important to resolve or report hazards that you may come across?