



# Cumberland Council

## Post Specification

<b>Date</b>	<b>17 April 2023</b>
<b>Post Group Number</b>	<b>7671</b>
<b>Post Title</b>	<b>Waste Management Operative - Generic</b>
<b>Job Family</b>	<b>Technical Support Assistant</b>
<b>Job Family Role Profile</b>	<b>OP3</b>
<b>Final Grade</b>	<b>5</b>

To be read in conjunction with the job family role profile

### Service Area description

Department: Waste Services

Employment Base: Whitehaven Commercial Park, Moresby Parks, Whitehaven

This post is at an operational level, working to provide front-line refuse collection, recycling and street cleaning services.

### Purpose of this post

Participating as a member of the front-line Waste team providing refuse collection, recycling and environmental cleansing services at an operational level to residents within the borough.

### Key job specific accountabilities

- To undertake individually or as a member of a team, duties relating to day to day work of the waste management section.
- As directed by the Waste supervisory and management team to carry out refuse or recycling collections or undertake environmental cleaning duties to the standards required by the Environmental Protection Act.
- As directed and where qualified to do so, to drive vehicles from the Council's fleet of light commercial vehicles and to carry out the associated mandatory daily maintenance and safety checks.
- To record and report any vehicle defects, in accordance with the defect reporting system.
- To take responsibility for ensuring the Council's vehicles are kept clean and tidy both inside and out.
- To safely transport waste materials to an appropriate disposal/recycling site.
- To carry out duties in accordance with the council's procedures and practices, and current legal requirements. Presenting a positive image of the Council and delivering good customer care to residents and visitors to the borough.

- To ensure that the Council's service standards are met and that excellent service to the Council and its customers is fully achieved. For example refuse and recycling collections are carried out on the scheduled day or litter is effectively cleared.
- To support Performance Monitoring systems through the completion of daily reports or other such monitoring records.
- To support the development and the promotion of good health and safety practices within Waste services, including the development and implementation of Operating Procedures, Risk Assessments and Safe Systems of Work.
- To undertake training as required, including taking responsibility and safe operations for mechanical equipment such as pedestrian sweepers, drills or pressure washers and carrying out the associated routine maintenance and safety checks.
- To actively assist in the introduction of new systems and techniques to generate efficiencies and improved ways of working.
- To undertake any other such duties as are consistent with the nature of the position as directed by senior staff.
- To be involved, as appropriate, in the event of emergency situations occurring within the Borough.
- You have a duty to take care of your own health and safety and that of others who may be affected by your actions at work. Employees must co-operate with employers and co-workers to help everyone meet their legal requirements.

**Please note annual targets will be discussed during the appraisal process**

**Key facts and figures of the post**

<b>Budget Responsibilities</b>	<ul style="list-style-type: none"> <li>• None</li> </ul>
<b>Staff Management Responsibilities</b>	<ul style="list-style-type: none"> <li>• None</li> </ul>
<b>Other</b>	<ul style="list-style-type: none"> <li>• Waste Services operate 363 days a year from 6am to 8pm, variable unsocial hours, Bank Holiday, weekend working and regular overtime arrangements are therefore necessary to ensure public service provision.</li> </ul>

**Essential Criteria - Qualifications, knowledge, experience and expertise**

Criteria	Essential**	Desirable
<b>Education and Qualifications</b>	Literate and numerate.	2 GCSE's or NVQ Level 2 qualification
<b>Knowledge and experience</b>	Experience of dealing with the public/customer care skills.	Waste Management or similar work experience e.g industrial cleaning
<b>Job related skills</b>	Physically fit and able  Current driving licence	HGV Licence  Awareness of Health & Safety regulations.

**Disclosure and Barring Service – DBS Checks**

- This post does not require a DBS check.

**Job working circumstances**

<b>Emotional Demands</b>	
<b>Physical Demands</b>	
<b>Working Conditions</b>	
<b>Other Factors</b>	
	<ul style="list-style-type: none"><li>•</li><li>•</li></ul>