

# Post Specification

## Post Specification - Key Information

- **Post Title: Streetcare LGV Driver/Operative**
- **Date: January 2025**
- **Post Group Number: 7599**
- **Job Family: Operations**
- **Job Family Role Profile: OP5**
- **Final Grade: Grade 7**

To be read in conjunction with the job family role profile.

## Service Area Description

Street Scene (Service Delivery) is to provide a full range of waste, recycling and street cleansing services to all customers in the district as set out in the service delivery plan.

## Purpose of this Post

To safely drive the full range of the Council's vehicles including HGVs and LGVs as required to deliver the Council's waste collection services.

The Post Holder will report to the Street Scene Team Leader.

## Key Job Specific Accountabilities

- To safely drive the full range of waste collection vehicles in order to deliver waste collection services from a variety of round locations whilst observing relevant laws and codes of practice relating to road traffic, highways, pedestrians and council procedures.
- To maintain a clean, current driving licence with the relevant classifications.
- To supervise and oversee the work of small groups of staff assigned to allocated rounds.
- To load materials onto waste and recycling collection vehicles. Waste/recyclables could be contained in a range of containers including sacks, boxes, and wheeled bins, or may not be contained in the case of bulky items.
- To be responsible for the good maintenance of the vehicle, ensuring daily vehicle checks are completed and minor maintenance such as topping up of oil/water, screen wash, washing and general cleaning is undertaken. To maintain vehicle defect sheets and ensure vehicles are roadworthy.
- To ensure compliance with the Working Time Regulations.
- To safely manoeuvre the vehicle with the use of a Reversing Assistant outside of the cab, taking into account the safety of the public, vehicle, driver, other colleagues and property. Including any relevant risk assessments.
- To operate associated tools, including proper use of refuse/recycling containers and bin lifting equipment as required in a safe manner and following the training procedure provided by the Council.
- To communicate in a polite, courteous and professional manner with members of the public and be proactive when advising residents on appropriate methods for separating and presenting waste. To take responsibility for the cleanliness of the working environment, ensuring gates are closed and accidental spillages are cleared and bins and boxes are neatly returned to the point of collection.
- To identify and sort acceptable recyclable materials at the kerbside and whilst they are placed in the correct hopper, ensure contamination is kept to a minimum.

- To identify reasons for non-collection and report to the relevant Team Leader or back office in order that all paperwork is accurate.
- Undertake other duties associated with refuse collection, including the deliveries of wheeled bins, bins boxes and bags.
- Undertake other reasonable duties appropriate to the grade and experience of the post holder, as directed by Team Leaders, Senior Officers and other office staff.
- Co-operate with the team to ensure the safe, timely completion of the allocated round.
- Maintain paperwork/records such as (but not exclusively) worksheets, vehicle daily check sheets, weighbridge tickets, complaint information, schedules, keeping these up to date, completing and returning to the office in a timely manner.
- To be responsible for reporting staff attendance and unacceptable conduct or behaviour to the Team Leader or Senior Manager.
- Complete Hazard Reports, Accident/incident forms, Feedback forms and other similar paperwork as necessary and ensure health and safety policies and procedures are followed and maintained at all times.
- Maintain a good standard of appearance and conduct as a representative of South Lakeland District Council, including wearing the uniform and personal protective equipment provided. The post holder must carry out their duties with full regards to the Council's health and safety policies and procedures.
- The post holder should take a proactive approach to waste collection in order to deliver a high standard of services.

Any other duties as may reasonably be requested by the Street Scene Team Leader. The above duties and responsibilities do not include or define all tasks that may be required by the post holder. The duties and responsibilities may vary without changing the general character of the duties or the level of responsibility entailed. These factors are reflected in the grading of the post

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

### Key Facts and Figures of the Post

- **Budget Responsibilities:** None
- **Staff Management Responsibilities:** None
- **Other:** To supervise and oversee the work of small groups of staff assigned to allocated rounds.

### Essential Criteria

Ideally candidates will be able to fulfil the majority of the criteria outlined below.

#### **Qualifications:**

- Full clean current driving licence including Class C (LGV)
- Willingness to train and use a wide variety of vehicles and equipment
- CPC
- Evidence of Personal Development and training - desirable.

#### **Knowledge:**

- Able to demonstrate a good level of written and verbal communication skills.
- Able to demonstrate good organisational skills.
- Able to communicate politely and effectively with the general public and other members of staff, deal with complaints and service enquiries in line with council customer care procedures.
- Physically able to undertake work of an intensive and demanding nature including lifting up to 25kg.
- Ability to learn quickly and undertake tasks with a minimum of supervision and meet deadlines.

- Ability to work well both as part of a team and independently.
- Ability to follow written and verbal instructions.
- Knowledge and awareness of all aspects of health and safety.
- Ability to instruct, direct and give information to loaders including the requirement to appoint reversing assistant.
- Ability to liaise with the vehicle maintenance department in respect of defects to vehicles and ensure the proper and correct use of tachographs in vehicles where appropriate.
- A general understanding and interest in environmental issues - desirable.
- Ability to demonstrate initiative and problem solving skills – desirable.
- Knowledge of mechanical bin lifting equipment – desirable.

**Experience:**

- Experience of driving large good vehicles in confined and difficult spaces.
- Experience and knowledge of road traffic legislation and highway code.
- Previous experience of work which demonstrates self-motivation and ability to work with a minimum of supervision – desirable.
- Experience of reporting and recording road traffic accidents - desirable

**Disclosure and Barring Service (DBS) Checks**

This post requires does not require a DBS check.

**Job Working Circumstances**

**Emotional Demands:** Ability to deal with members of the public and other road users in potential stressful situations.

**Physical Demands:** Able to handle waste.

Able to regularly get in and out of the vehicle to assist with loading duties.

**Working Conditions:** Able to work in all adverse weather conditions.

**Other Factors:** Must be flexible, punctual and able to commence work early morning. Work Saturdays prior to/following public/bank holidays and some bank holidays.