



JOB PROFILE

Post Title:	Horse Point Landfill Site Operator
Directorate:	Environment, Natural Resources and Planning Portfolio
Responsible to:	Landfill Manager
Responsible for:	Direct; various site users and members of the public on a daily basis. Indirect; up to 10 Waste Management Services Operators in the absence of the Landfill Manager.
Grade:	B

Job Purpose

To improve the lives of all within our community and help the island thrive by delivering the highest standard of Waste Management operations within Horse Point Landfill Site (HPLS), in accordance with the Waste Management Policy, HPLS Management Manual and compliance with Waste Management Standard Operating Procedures (SOP's).

Main Duties and Responsibilities

1. Work with the HPLS Manager on the implementation of improvements to HPLS in line with the Environmental Protection Ordinance, Waste Management Implementation Plan and HPLS Management Manual, including regular monitoring of waste, hazardous waste and pollution levels through use of specialist equipment and methodology.
2. Operation and daily servicing of HPLS specialist plant (JCB excavator and Loadall), vehicles (Truck), mechanical equipment (compactors and balers) and the Mobile Ariel Netting System in compliance with respective operating manuals including compliance with the Airport's Wildlife Hazard Management Plan in relation to the reduce bird strike risk to aircraft at St Helena Airport
3. Undertake all waste management operations within HPLS e.g. burying mixed waste delivered in Refuse Collection Vehicles (RCV's as directed by the Landfill Manager and in accordance with the HPLS Management Manual.
4. Operate and maintain the hazardous waste cells, sewage ponds and asbestos disposal cell within HPLS, respecting the hazards these wastes pose by using the appropriate Personal Protective Equipment.
5. Operate and maintain the hazardous waste incinerator within HPLS when required to meet the demands of this service in compliance with the incinerator operational manual, respecting the hazards waste delivered for thermal disposal poses by using the appropriate Personal Protective Equipment.



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- 6 Operate and maintain the organic waste processing area, blending fish, green and piggery effluent wastes into compost through a defined and strict process, and assisting members of the public to load vehicles when collecting the compost they have paid for.
- 7 Operate and maintain the Public Recycling Facility within HPLS, providing customer service and education in waste minimisation and recycling to the public when using this facility.
- 8 Sorting deliveries of mixed recyclable wastes into their individual waste streams and then operating mechanical compactors and balers to prepare these wastes for recycling, within the Materials Recycling Facility at HPLS, on a weekly basis.
- 9 Delivery of charged for Waste Management Services to the highest standards e.g. bulky waste collection using the JCB Loadall and Truck, secure data disposal etc. and disposal at HPLS, ensuring any recyclable wastes are processed accordingly, to meet public demand for the services provided.
- 10 Assist in delivery of cleaning service to the public areas the highest standards using a Glutton electric 'emissions free' street cleaning machine and/or cordless electric leaf blowers, when required e.g. during rostered weekends and/or staff shortages, following 'in house' training and demonstrating competency in the machines operation. This includes the public toilets cleaning service using commercial cleaning equipment and chemicals.
- 11 Ensure all aspects of Health and Safety, including using Personal Protective Equipment, for self and adopting a 'buddy – buddy' system, are strictly adhered to when delivering waste management services, in compliance with Standard Operating Procedures (SOP's).
- 12 Cleaning and sanitation of plant and vehicles following operations, using jet wash systems at HPLS.
- 13 Participate in the design and delivery of waste prevention campaigns and/or public education/awareness raising events undertaken by the Environmental Risk Management Section to promote best practices across core areas when required.
- 14 Assist with response to pollution incidents e.g. oil or diesel spill in both the marine and terrestrial environment as required and participate in any training and/or exercises re the same.



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Special Conditions

- Expected to handle, clean up and dispose of unpleasant, offensive or hazardous wastes that could be detrimental to health. Work beyond normal working hours, including rostered weekends and Public Holidays, when required to wholly deliver relevant waste management services. Required to lift loads that could exceed 20kg, at shoulder height whilst adhering to manual handling best practices. .
- Required to work at heights with the use of safety harnesses and equipment when undertaking Mobile Aerial Netting System operations and maintenance.
- Required to work in all weather conditions.
- Required to confidently stand and ride on the steps (designed for such) at the rear of Refuse Collection Vehicles (RCV's) when assisting with domestic and commercial waste collections.
- There may be possible contact with dis-satisfied customers who may be abusive and aggressive.

Required to deliver services/tasks without access to basic welfare facilities, such as toilets and hand washing facilities when working outside of HPLS. This job profile is not an exhaustive list of duties and responsibilities. There may be other ad hoc duties that fall within the remit of the role that the job holder may need to complete. In addition, the job holder will be required to carry out any other reasonable duties as requested which are commensurate with the grading and level of responsibility for the role.



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Core Competency Framework

Competency	Level
Professional Development: <i>N/a</i>	(i)
Planning & Delivery of Work: <i>Work is delivered on time, efficiently and to the required quality standards with clarification sought when necessary and relevant parties kept up to date on progress.</i>	(ii)
Analysis and use of Information: <i>Capable of resolving day-to-day problems with own work or refer to manager when necessary. Attentive to detail and capable of interpreting basic written information.</i>	(i)
Decision Making: <i>Ability to act on own initiative and confident in making decisions within policy guidelines.</i>	(ii)
Working with Others: <i>Builds good working relationships and engages effectively with others to develop appropriate solutions/improvements</i>	(ii)
Communication: <i>Active listener and communicates clearly and effectively both orally and written.</i>	(i)
Influencing and Persuading: <i>Team player, receptive to constructive feedback and seeks clarification when necessary. Confident in expressing difference of opinion in a constructive manner.</i>	(ii)
Dealing with Change: <i>Flexible, adaptable and receptive to any change initiatives. Will support colleagues in understanding and embracing change by focusing on benefits to self and others.</i>	(ii)
Continuous Improvement: <i>Willing to learn and develop in job role.</i>	(i)
Managing Resources: <i>Works within appropriate guidelines and capable of dealing with varied situations with limited guidance.</i>	(ii)



PERSON SPECIFICATION

Criteria	Essential / Desirable	Application Form	Selection Process
Qualifications:			
Plant operation licences including H1 and H3	E	√	
Functional skills Level 1 in Maths and English	E	√	
Emergency First Response	D	√	√
Knowledge & Experience:			
Experience in waste management / landfill operations	E	√	√
Experience in the operation and maintenance of heavy plant and equipment	E	√	√
Knowledgeable in the operation and maintenance of heavy plant and equipment	E	√	√
Knowledgeable in the application of relevant operation manuals e.g. HPLS operation manual, hazardous wastes management manual, bird management plan	E	√	√
Skills and Abilities:			
Good analytical skills and attention to detail	E	√	√
Basic IT skills in MS Word, Excel and Outlook	E	√	√
Excellent communication and interpersonal skills	E		√
Operators must have the confidence and ability to deliver the highest standards of HPLS operations in the face of the public on a daily basis, whilst adhering to all aspects of Health and Safety for self and colleagues and leading by example in the recycling and/or disposal of any wastes.	E		√
Ability to adapt to change and meet operational deadlines	E		√
Ability to motivate and persuade site users of the appropriate waste management regulations	E		√
Ability to establish and maintain an effective working relationship with the general public, other employees and individuals from a variety of agencies	E		√
Innovative and creative in managing waste to maximise its use within the site e.g. using waste vehicle tyres for ground stability where required, separating glass waste for future recycling, using washing machine drums as fire pit / BBQ's	E		√
Basic project planning skills	D		√
Good people management skills	D		√



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Ability to make operational decisions within strategy and policy	D		√
Other:			
Health and Safety training / awareness	E		√
Willingness to work flexibly	E		√
Committed to safeguarding and promoting the welfare of children, young people and vulnerable adults.	E		√
Contribute to a positive working environment ensuring commitment to equality and diversity.	E		√

Our Values

FAIRNESS

We act as role models and have fair and consistent standards. We champion equality, inclusion and respect.

INTEGRITY

We communicate openly and we are honest, accountable and ethical.

TEAMWORK

We work together and we support each other.

Professional or Career Progression Cadre Competency Framework

N/a