



JOB PROFILE

Post Title:	Waste Management Services Operator
Portfolio:	Environment, Natural Resources and Planning
Responsible to:	Supervisor (Waste Management Services)
Responsible for:	None
Grade:	B

Job Purpose

To improve the lives of all within our community and help the island thrive by being responsible for providing an efficient and effective cleansing and waste management service to address all waste issues on the Island in accordance with the Section's work policies, procedures and guidelines.

Main Duties and Responsibilities

1. Undertaking daily refuse collection services from all premises, both household and commercial.
2. Removal of large bulky items of waste including hazardous waste under the Special Collection service.
3. Day-to-day activities at the Horse Point Landfill site in accordance with the EH Section's operational waste management plan
4. Routine collecting, transporting and incineration of clinical or other hazardous waste at the Rupert's Valley incinerator
5. Disposal of waste by alternative methods to landfill and thermal treatments, i.e., reuse and recycling
6. Undertaking of waste stream surveys as and when required to provide figures for reports and statistics
7. Promotional activities or campaigns undertaken by the Section to promote good waste management practices.
8. Ensuring that the Jamestown Run is maintained in a clean and litter-free condition
9. Cleansing of public toilets, facilities and amenity areas
10. Sweeping and cleansing of streets
11. Litter picking programme for all districts.



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12. Ensure that all, time records and job worksheets for work undertaken are compiled correctly and submitted for payment and statistical analysis.
13. Ensuring that all aspects of Health and Safety in regards to the wearing of Personal Protective Equipment, compiling Accident Reports, providing First Aid measures, undertaking Health Surveillance measures, maintaining Health and Safety Records, etc. are adhered to in accordance with the Departments health and safety policy.
14. Implementing the Section's policies in regards to the undertaking of certain hazardous activities such as the disposal of asbestos containing material and clinical waste.

Special Conditions

- Expected to handle unpleasant, offensive waste material that could be detrimental to health
- Work outside of normal working hours as and when necessary
- Work unsocial hours as postholder is expected to commence work at 06:30 Monday to Friday and regular weekend work, as well as on Public Holidays, is essential
- Expected to lift loads that could exceed 20kg, at shoulder and full height level.
- Expected to work in adverse weather conditions
- Expected to ride on back end of refuse trucks riding steps, designed for such, when undertaking kerbside waste collections
- Expected to perform tasks without access to basic welfare facilities, such as toilets and hand washing facilities
- Expected at time to work alone without direct supervision in isolated conditions when litter picking
- May be requested to work in cramped conditions, at heights with use of ropes when undertaking clean up operations

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: N/A	i
Planning & Delivery of Work: Work is produced on time and to a good quality standard.	i
Analysis and use of Information: 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
Decision Making: Ability to act on own initiative and apply sound logic to simple decision making and problem solving.	i
Working with Others: Receptive to feedback from others and maintains good working relationships with colleagues	i
Communication: Active listener and communicates clearly and effectively both orally and written	i
Influencing and Persuading: Team player, receptive to constructive feedback and seeks clarification when necessary. Confident in expressing difference of opinion in a constructive manner.	ii
Dealing with Change: Flexible, adaptable and receptive to any change initiatives. Will support colleagues in understanding and embracing change by focusing on benefits to self and others.	ii
Continuous Improvement: Willing to learn and develop in job role	i
Managing Resources: Works within appropriate guidelines and capable of dealing with varied situations with limited guidance.	ii



PERSON SPECIFICATION

Criteria	Essential / Desirable	Application Form	Selection Process
Qualifications:			
AQA Basic Numeracy and Literacy qualification	E	✓	
Have a clean and valid Driving License in Classes A, C, D	E	✓	
Knowledge & Experience:			
Have an awareness and understanding of health and safety	E	✓	✓
Relevant experience or training in Customer Care/Service	E	✓	
Skills and Abilities:			
Basic written and spoken communication	E		✓
Other:			
Maintain confidentiality	E		✓
Should be honest, reliable and trustworthy	E		✓
Physically strong and hardworking	E		✓
Highly self-motivated	E		✓
Effective team player	E		✓
Ability to apply objective judgement	E		✓
Responsive to change	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		✓



PERSON SPECIFICATION

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

Add in here a Professional or Career Progression Cadre competency framework or reference an Appendix A and append details.