



## MONMOUTHSHIRE COUNTY COUNCIL EMPLOYEE SERVICES

### ROLE PROFILE

<b>ROLE:</b>	<b>Loader/EPA Operative (Permanent)</b>
<b>POST NO:</b>	<b>OPWSCALD26</b>
<b>SECTION :</b>	<b>Waste and Street Services</b>
<b>GRADE:</b>	<b>Band C - SCP 13 to 17 (£15,941 to £17,372 Per Annum)</b>
<b>HOURS:</b>	<b>37 per week</b>
<b>LOCATION:</b>	<b>Caldicot Pill Farm depot (X2 posts)</b>

(Movement between depots may be required for operational needs in this case transport will be provided or if asked to use own car, mileage allowance would will be paid.).

**RESPONSIBLE TO:** Area Supervisor/Assistant Area Supervisor

**Waste and Street Services is a newly established Department within Operations. It sees the merger of some of the most high profile services that the Council provides – Recycling & Waste, Street Cleansing and Grounds Maintenance.**

**We have an important purpose:**

**Our Purpose:**

*“Is to provide a safe, clean & sustainable environment”.*

Specific to the Commercial and Operations section we want:

- Our residents to have an environment which is safe, clean and sustainable. Specifically we will ensure to keep streets and green spaces clean and tidy whilst ensuring we are endeavouring to maintain in the most sustainable manner available to us, creating a sense of pride and safety in our communities.
- To work and support our residents as they become more sustainable and reduce their impact on the environment. We will do this by depositing less into landfill and to recycle as much as is possible.
- To promote the creation of our Pollinator Policy and to establish more environmentally sustainable habitats on Land owned and maintained by us.
- To provide a high quality, cost effective service on behalf of the Council for our external clients, whilst ensuring financial benefit to the council.

- To have a more flexible and multi trained workforce.
- To provide all our staff with the level of training that would be expected from us in addition to help promote personal improvement and personal development.

### **The Purpose of this Role:**

- To assist us in providing flexible support in the delivery of our front line services within the Operations Department and specifically within the Waste and Street Services Section
- **Duties will include:**
- To empty litter bins and to carry out litter picking to open spaces, verges and hard surfaces.
- To assist with the loading and collection of domestic and trade waste in an efficient and safe manner.
- To act as Relief HGV Driver and Relief Sweeper Driver as the need necessitates and if relevant experience and licence is held, (enhanced payment will be paid as and when these driving duties are carried out).
- To ensure that waste and recyclables are collected in a safe and efficient manner, ensuring that the area of collection is left in a clean and safe condition.
- There may be a requirement to undertake grounds maintenance related activities, provided the relevant training is undertaken.
- To ensure that vehicles are kept clean and that daily vehicle checks are undertaken.
- To carry out other works to provide services for the Authority and commensurate with the grade and terms and conditions(NJC and those locally agreed).

### **Expectation of this Role:-**

This role will actively support the organisation in shaping the culture and workforce of Monmouthshire.

You will be expected to:-

- To maintain Safe Working Practices for self and others in accordance with the Councils Safe Working Practices and Health and Safety Policy
- To comply with the relevant legislation in relation to Health and Safety
- To carry out your role in a polite and orderly and efficient manner
- To undertake other duties commensurate with the grade of post if the relevant training has been provided.
- To undertake any training that is required to undertake your role safely and effectively.
- Must be willing to abide by the principles and practices of Equal Opportunities as laid down within the Councils Equal Opportunities Policy.
- To work outside normal working hours (evenings, weekends, bank holidays) to provide scheduled services (eg waste, cleansing etc also council response to emergencies such as adverse weather flooding etc) For scheduled overtime working rotas will be used where feasible.

**Here's what we can provide you with:**

- Relevant training that will enable you to carry out your duties safely and effectively.
- Equipment and clothing that will enable you to carry out your duties safely.
- We will aspire to decrease or replace the paper forms of instruction and communication and provide you with more electronic means of communication eg The Connected Person, access to Monmouthshire Hub.
- We can provide you with the opportunity to be part of a new flexible team which wants to deliver excellent services to our customers, whether they are residents of Monmouthshire or External Clients who pay for our services.

**What else you need to know.....Monmouthshire Values are:**

Openness: We aspire to be open and honest to develop trusting relationships.

Fairness: We aspire to provide fair choice, opportunities and experiences and become an organisation built on mutual respect.

Flexibility: We aspire to be flexible in our thinking and action to become an effective and efficient organisation.

Teamwork: We aspire to work together to share our successes and failures by building on our strengths and supporting one another to achieve our goals.

And this role, will work with Monmouthshire to achieve these.

**In addition:**

All employees are responsible for ensuring that they act at all times in a way that is consistent with Monmouthshire's Equal Opportunities Policy in their own area of responsibility and in their general conduct.

**Person Specification**

**How will we know if you are the right person for the role?**

**As the successful candidate you will have demonstrated that you have:-**

1. A clean driving licence.
2. Related experience within a similar environment as described within this role.
3. Experience and willingness to work as part of an effective team
4. A good understanding of Health and Safety issues also a willingness to abide by the authority's agreed policies and procedures.
5. The ability to work without close supervision.
6. A willingness to undertake any relevant training
7. Flexibility and willingness to work outside the core hours to meet the needs of the service when required, including covering bank holidays.

**If you have any questions or require any further information, please contact Nick Bennett on 07825 125930 or email [nickolasbennett@monmouthshire.gov.uk](mailto:nickolasbennett@monmouthshire.gov.uk)**

**Closing Date: 21<sup>st</sup> October 2015**