

JOB DESCRIPTION



Effective Date: May 2024	Location: Parkwood Depot
Job Title: Street Scene Operative (Career Grade)	Grade: 3 to 5
Responsible to: Street Scene Supervisor	No. of Staff Responsible For: 0
PURPOSE OF JOB	
<p>To carry out all Street Cleaning activities as required to ensure public land or relevant highway meets the expected standards of cleanliness, as outlined by Defra in the Code of Practice on Litter and Refuse</p> <p>To undertake cleansing work in accordance with quality standards, work instructions and specifications set within the Street Scene working directive. To ensure the council's priorities of providing a safe, clean and green borough is achieved.</p>	
Career Grade (Entry Point Grade 3 – Non-Driver)	
<ul style="list-style-type: none">➤ To carry out a range of tasks defined within the relevant specifications and work schedules, which encompass the Street Scene Service. These tasks include:➤ Street cleansing activities➤ Street sweeping - mechanical/manual➤ Litter picking➤ Bin emptying (including dog bins)➤ Removal of fly tipping➤ Clearing up during/after events➤ Special collections➤ Removal of dead animals etc.➤ Graffiti & Fly Posting Removal➤ Ability to use mobile technology solution to gain information and complete work tasks.➤ Removal of hazardous waste from public areas such as clinical/sharps (where trained to do so).➤ To be an ambassador for the Street Scene team and be visible presence available to answer residents and visitors' queries and act when required to mitigate health and safety risks e.g., remove needles or cordon off play equipment.➤ Safe separation and disposal of waste in line with relevant regulations and Council policies.➤ Assistance in the identification of environmental crimes and misdemeanours, and the gathering of evidence for the Environmental Enforcement Team.➤ To complete all documentation in respect of the above.	

- To use and maintain a range of tools, and equipment in accordance with Manufacturer's instructions, including the completion of all maintenance checks.
- To provide witness statements and attend Magistrates Court as required in support of the Council's prosecution of fly tipping and other environmental offences that you have been directly involved, in finding evidence as part of your role.
- To wear the Council's protective uniform correctly and comply with all Health and Safety legislation/regulations, including safe working practices, risk/COSHH assessments.
- To complete all scheduled tasks with reasonable timeframes in an efficient and professional manner.
- To work with colleagues to ensure high standards of maintenance are provided to local communities.
- To ensure that service delivery complies with current regulations, accepted professional standards, the council's policies and procedures and appropriate legislation (including legislation on GDPR/Data Protection, equalities and safeguarding children and vulnerable adults).
- To undertake any other duties as directed by the Supervisor/Team Leader as required and within skill set.
- To communicate with customer at the required level
- Commitment to the Council's Strategic Plan
- To undertake any training and development as required.
- To comply fully with the Council's Equal Opportunity Policy.
- To comply fully with the Council's Health and Safety at Work Policy.
- To assist as required in the Council's Emergency Plan.
- To comply fully with the Council's IT Security Policy.
- To undertake other duties commensurate with the grade of the post

Career Grade (Next Grade Grade 4 – Drivers Only)

In addition to the above at this level

- Full United Kingdom Driving License held for at least 6 months.
- Completion of all required documentation relating to the use commercial vehicle including vehicle defect safety books, Pre and Post vehicle checks and GB domestic drivers' hours book (if required) B1 (up to 3.5-ton UK vehicle licence) drivers or C1 (up to 7.5-ton UK vehicle licence) required.
- To hold the legally required Certification of Drivers Competences (CPC) courses with pass marks achieved within each module (C1 drivers only).
- To ensure that vehicles (where allocated) are maintained in a clean and tidy condition. Undertake Drivers responsibilities in accordance with the Drivers Handbook including maintenance checks, reporting all defects using the Defect Reporting procedure.
- Progressing to this grade is only possible if a vacant role is available.

Career Grade (Next Grade Grade 5 – HGV Drivers Only)

In addition to the above at this level

- Full United Kingdom HGV licence held for at least 6 months either class 1 or 2.
- Daily use of the HGV tachograph as per EU or AETR rules and guidelines.
- Progressing to this grade is only possible if a vacant role is available.

PERSON SPECIFICATION

STREET CLEANSING OPERATIVE (CAREER GRADE)

Attributes:		Essential/ Desirable
Education, Training and Knowledge	<u>Grade 3 (Non-Driver)</u>	
	GCSE grade 4-7 in Mathematics and English (or equivalent)	Essential
	NVQ 1 / 2 in Street Cleaning or equivalent (or willingness to undertake this training)	Desirable
	Knowledge of Chapter 8 of the Traffic Signs Manual	Desirable
	Health and Safety at Work Act 1974 – basic knowledge of requirements	Essential
	Manual handling with good levels of personnel fitness	Essential
	Awareness of working in an environment committed to promoting equal opportunities	Essential
	Good communications skills with colleagues, managers, and the public	Essential
	Ability to undertake appropriate training as necessary e.g. customer services, health and safety and use of appropriate equipment	Essential
	Use of task specific equipment such as leaf blowers, pedestal mechanical sweepers and other street cleansing machinery	Desirable
	Polite and respectful to members of the public and colleagues	Essential
	Good personal hygiene and appearance	Essential
	Able to complete basic street cleansing tasks efficiently and effectively	Essential
Able to work safely as part of a team	Essential	
Good attendance	Essential	

	<p><u>Grade 4 (Driver)</u></p> <p>As above plus</p> <p>Full driving licence (up to 7.5 tonne)</p> <p>To hold the legally required Certification of Drivers Competences (CPC) courses with pass marks achieved within each module (C1 drivers only).</p> <p>Ability to mentor junior members of the team</p> <p>Ability to deliver high quality work with minimum of supervision</p> <p>Ability to put the customer first and deal with more complex customer enquiries</p> <p><u>Grade 5 (HGV Driver)</u></p> <p>HGV licence either a class C or CE.</p> <p>Ability to mentor junior members of the team.</p> <p>Ability to work on own initiative</p> <p>Ability to mentor junior members of staff</p>	<p>Essential</p> <p>Essential</p> <p>Desirable</p> <p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p>
Experience	<p><u>Grade 3 (Non Driver)</u></p> <p>Experience in a service delivery in all weather, with good customer service</p> <p><u>Grade 4 (Driver)</u></p> <p>Experience driving commercial vehicles.</p> <p><u>Grade 5 (HGV Driver)</u></p> <p>Experience driving HGV</p>	<p>Desirable</p> <p>Essential</p> <p>Essential</p>

COMPETENCY PROFILE

Work Together	<ul style="list-style-type: none"> • Proactively contributes to ensure that the wider service objectives are achieved. • Ability to work as part of a team and motivate colleagues to achieve team objectives. • Excellent communication and interpersonal skills. • Share knowledge and experience to grow the wider team.
Respect Everyone	<ul style="list-style-type: none"> • Build positive relationships and ensure credibility. • Ability to challenge effectively. • Conscientious individual.
Develop and Grow	<ul style="list-style-type: none"> • Take ownership of actions and ensures timely delivery. • Identify solutions not problems. • Be open to new ideas and concepts • Take responsibility for developing own skills and knowledge in current roles, as well as future ambitions.
Make a Difference	<ul style="list-style-type: none"> • Demonstrates objectivity for benefit of internal and external customers. • Right first-time approach. • Implement ideas which will improve the customer experience, internal and external.
Care	<ul style="list-style-type: none"> • Awareness and commitment to promoting equal opportunities. • Consider equalities in all work undertaken. • Assertive and proactive with commitment to high standards of service delivery.