Job Description

For Non-Streamlined Positions

This form is used to provide a complete description of the specific job (or role) and defines the skills, knowledge and abilities required to undertake the specific and generic role profile.

Section A: Specific Role Profile

The specific role profile provides key information relating to the salary and working conditions e.g. location of a job, along with the current focus of the job role and a brief description of the main duties.

Role Details

Job Title:	Mobile Plant Operator	JEID	M0724
Salary Grade:	Grade G		
Team:	Waste Management		
Service Area:	Waste Transfer Station		
Primary Location:	Lower House Farm		
Political Restriction	This position is not politically restricted.		
Responsible to:	Team Manager – Waste Operations (South)		
Responsible for:	N/A		

Role Purpose

Ensure the Health and Safety of yourselves and others in line with the procedures and H&S legislation
Ensure process service requirements are completed in line with environmental site licences, permit conditions, procedures and instructions.
Provide operator support to processing operations to ensure output targets are achieved on a weekly basis. Operatives will be expected to operate Mobile Plant, Weighbridge, Litter Pick and Banksman roles as required.
Complete any reasonable tasks and operations assigned by supervisors or line manager.
Maintain the site and working areas in a clean, tidy and safe state at all times.

Role Responsibilities

Communicate to all members of the workforce with respect and in a professional manner.
Engage in company initiatives, briefings and toolbox talks with focus and attention.
Complete documentation and data entries as per role requirements, in particular machine defect discovery.
Always follow procedures instruction and training.
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Section B: Person Specification

The person specification provides a list of essential and desirable criteria (skills and competencies) that a candidate should have in order to perform the job.

Each of the criteria listed below will be measured through; the application form (A), a test / exercise (T), an interview (I), a presentation (P) or documentation (D).

Essential Criteria

	Assessed By:
Education/Qualifications:	
Mobile Plant (shovel loader, FLT, telehandler)	D
Frontline First Aid	D
5 GCSEs (grade A-C) or equivalent	D
Knowledge:	
Understands relevant industry, transport and health & safety legislation	A/I
Understands processing/ manufacturing principles	A/I
Skills:	
Analytical and has techniques for identifying and solving problems	A/I
Numerate and literate, both in verbal and written forms	A/I
Effective time manager and self-organiser	A/I
Disciplined team player. Able to work to instruction	A/I
General:	
Right to Work in UK	D
Full UK Driving Licence.	D

Desirable Criteria

	Assessed By:
Experience:	
1 year of process industry experience in an operational role	A/I
Experience within a heavy industrial processing operation	A/I
Experience completing documentation for compliance, regulatory, or	A/I

operational purposes	
IT literate – comfortable using business software and systems	A/I

Section C: Working Conditions

The working conditions relate to those non-contractual elements of the job that may impact on the holder of the position, as well as those workplace-based responsibilities that are part of this job. These are not contractual but provide a guide to the working conditions and the potential hazards and risks that may be faced.

Health & Safety at Work

To take responsibility for your own health, safety and wellbeing, and undertake health and safety duties and responsibilities for your role as specified within Warwickshire County Councils Health and Safety Policy, and all other relevant health and safety policies, arrangements, procedures, systems of work as specified for the post/ role.

Potential Hazards & Risks

The potential significant hazard(s) and risk(s) for this job are identified below (those ticked). The purpose of recording this information on the job description is so that the health status of the potential and actual post-holders can be assessed with regard to the significant hazards and risks. These hazards and risks should be based on the appropriate activity, process and/or operation risk assessment whereby all of the significant risks are identified, recorded and appropriately controlled. The list below is therefore not an exhaustive list because it is the risk assessment that details all significant risks that could arise out of or in connection with the work activity, but any others will be identified in the 'other' section.	
☐ Provision of personal care on a regular basis	☐x Driving HGV or LGV for work
☐x Regular manual handling (which includes assisting, manoeuvring, pushing and pulling) of people (including pupils) or objects	☐x Any other frequent driving or prolonged driving at work activities (e.g. long journeys driving own private vehicle or WCC vehicle for work purposes)
☐ Working at height/ using ladders on a regular/ repetitive basis	☐x Restricted postural change – prolonged sitting
☐x Lone working on a regular basis	☐ Restricted postural change – prolonged standing
☐ Night work	☐ Regular/repetitive bending/ squatting/ kneeling/crouching
☐ Rotating shift work	☐x Manual cleaning/ domestic duties
☐ Working on/ or near a road	☐x Regular work outdoors
☐ Significant use of computers (display screen equipment)	☐ Work with vulnerable children or vulnerable adults
☐x Undertaking repetitive tasks	☐ Working with challenging behaviours
☐ Continual telephone use (call centres)	☐ Regular work with skin irritants/ allergens

☐x Work requiring hearing protection (exposure to noise above action levels)	☐x Regular work with respiratory irritants/ allergens (exposure to dust, fumes, chemicals, fibres)
☐x Work requiring respirators or masks	☐x Work with vibrating tools/ machinery
☐ Work involving food handling	☐x Work with waste, refuse
☐ Potential exposure to blood or bodily fluids	☐x Face-to-face contact with members of the public
☐ Other (please specify):	