



## RUGBY BOROUGH COUNCIL

### JOB PROFILE

<b>Post No.</b>	50712
<b>Post Title:</b>	Street Cleansing Driver/ Operative
<b>Unit/Team:</b>	Works Services Unit
<b>Grade:</b>	Grade C
<b>Service:</b>	Operations & Traded Services
<b>Reports to:</b>	Contracts Officer
<b>Issue Date:</b>	May 2022

### PURPOSE OF THE JOB

To carry out the cleansing function of streets in the Borough of Rugby to the standards laid out in the specifications of the Council's Street Cleansing Services.

### 1. ESSENTIAL FUNCTIONS AND RESPONSIBILITIES

- 1.1 On the direction of the Street Cleansing Contract Officer, cleanse designated areas throughout the Borough in accordance with specifications of the Council's Street Cleansing Services. Some examples may include but are not limited to; litter picking, removal of fly tipped waste, emptying and maintaining litter bins, street sweeping activities, bulky waste collection, clinical waste collection.

### 2. OTHER DUTIES AND RESPONSIBILITIES

- 2.1 Be courteous when dealing with members of the public.
- 2.2 Ensure compliance with Health and Safety at Work Act and the Council's Safety Policies.
- 2.3 Any other reasonable duties required by the Waste and Transport Manager.
- 2.4. To familiarise yourself and comply with all Site Safety Instructions relating to all landfill sites, waste transfer stations and recycling merchant sites.
- 2.5 To familiarise yourself and comply with all site safety instructions relating to all landfill sites, waste transfer stations and recycling merchant sites.
- 2.6 You will be expected to undergo designated training sessions as necessary, which may be out of normal working hours and / or at other establishments as may be required.
- 2.7 In the absence of the line manager, to be able to advice on operational matters.

### **3. SUPERVISORY RESPONSIBILITIES**

- 3.1 To work as a team with other crew members.
- 3.2 PPE inspection of crew daily, reporting damage and loss as appropriate to your line manager.

### **4. FINANCIAL RESPONSIBILITIES**

None.

### **5. RESPONSIBILITY FOR ASSETS AND DATA**

- 5.1 Responsible for the equipment provided to carry out cleansing duties.
- 5.2 Completing daily vehicle sheets/in cab technical systems i.e. Web Aspex or other digital devices, for all vehicles issued or taken over and ensure that all defects are recorded and reported to the garage.
- 5.3 To ensure that all legal paperwork relating to your responsibilities under the 'o' Licence operation is completed on time and to the authorised standard.
- 5.4 Be responsible for ensuring that the vehicle safety folder, hard hats, extinguishers and first aid kits are available within the vehicle each working day report any missing / defective items to your supervisor.

### **6. EXTENT OF PUBLIC CONTACT**

Regular contact during normal working hours.

### **7. WORKING CONDITIONS AND ENVIRONMENT**

Based at Hunters Lane. The post holder will be active externally throughout the Borough.

### **8. CORPORATE RESPONSIBILITIES**

All staff have to act within the Council's rules and follow all reasonable management requirements. These are contained within: the Council's Standing Orders, Employment Policies, Constitution and Code of Conduct for Employees. Other documents may be introduced at times setting out rules of the Council. These will cover responsibilities and requirements for the following:

Financial Accounting  
Equality and Diversity  
Health and Safety  
Risk Management

Anti- Fraud  
Data Quality and Data Protection  
Business Continuity  
Major Emergency Plan  
Procurement and Contract Management  
Safeguarding of Children and Vulnerable Adults

Copies of the relevant rules and policy are available on the staff intranet or from your manager

In addition, all employees are expected to behave in line with our Values and Behaviours and challenge other employees whose behaviour is against our values.

## **9. KNOWLEDGE, SKILLS, EXPERIENCE AND QUALIFICATIONS**

Refer to Person Specification attached.

**Signed as agreed:**

Postholder

Date

## PERSON SPECIFICATION



### Post: Street Cleansing Operative

For effective performance of the duties of the post the postholder will be able to demonstrate that they have the skills and/or knowledge detailed in 'Essential Criteria'.

Criteria	Essential/ Desirable	Method of Assessment
Ability to carry out physical work	E	A,I
Full UK Driving Licence (7.5 tonne)	D	A,I
Ability to work to laid out specifications.	E	A,I
A commitment to work within our CAN DO values	E	A, I
Graffiti Removal Training	D	A, I, D

Application	A
Interview	I
Test (written, presentation, practical – eg word processing)	T
References	R
Documentary – e.g. certificates	D