

JOB DESCRIPTION



Ribble Valley
Borough Council

www.ribblevalley.gov.uk

JOB TITLE:	Amenity Cleansing Operative
REFERENCE:	COM938
SALARY SCALE:	Scale 3 (scp 7-8) £26,403 to £26,824 per annum
HOURS OF WORK:	37 Hours Per Week – Monday to Friday with overtime requirement 1 in 3 weekends
POST NO:	M148
SERVICE AREA:	Amenity Cleansing Section
RESPONSIBLE TO:	Amenity Cleansing Team Leader
JOB PURPOSE:	To provide an efficient and effective amenity cleansing service throughout the Ribble Valley.

KEY RESULT AREAS:

- To work on your own and in close cooperation with other colleagues in order to ensure that all tasks are carried out diligently, conscientiously and to a specified standard as instructed by the Amenity Cleansing Team Leader. To drive in a safe and responsible manner any vehicle provided by the Council to carry out your work.
- To assist in the provision of an effective and efficient street cleansing service including the removal of dog faeces, detritus, litter and leaves from designated routes and specific locations within the Borough.
- To report any instances of fly tipping and littering offences to the Amenity Cleansing Team Leader, collection of evidence under PACE leading to enforcement action to be taken against offenders.
- To remove any illegally displayed posters or placards from street furniture on your given route.
- To carry out weed spraying duties as required.
- The collection and disposal of dead animals in the highway or other open spaces.
- Under the supervision of the Amenity Cleansing Team Leader to assist with the removal of hazardous waste when reported to the Council.
- Carry out litter picking duties on high-speed roads whilst working in accordance with the Council's Health & Safety guidance for such work and the Safety at Street Works Code of Practice.

- Issue warning letters for litter offences.
- Issue Fixed Penalty Notices for dog fouling and litter offences.
- Empty litter bins as requested.
- To monitor on a day-to-day basis your progress and to be responsible for reporting any problems or reasons for uncompleted work back to the Amenity Cleansing Team Leader.
- To ensure that all work is completed within the time allowed and to the quality and the specified standard required.
- To carry out salting and snow removal duties using appropriate equipment during periods of inclement weather.
- To work in strict compliance with the Council's Safety Policy and Staff Handbook, wearing the personal protective clothing as provided by the Council at all times, including adhering to the Safety at Street Works Code of Conduct.
- To ensure that plant, machinery, equipment and vehicles that you use are checked, maintained and operated in accordance with the manufacturer's guidelines, reporting all faults to the Amenity Cleansing Team Leader as soon as possible or at the end of each working day, as set out in the Council's reporting procedures.
- To participate in the Risk Assessment process by ensuring that you are fully conversant with, and comply with, all risk assessments associated with your duties and responsibilities.
- To ensure their own safe working practice and undertake necessary training to do so.
- To be responsible for ensuring the data quality of all information related to the duties of the post.
- To adhere to the Council's policies including equal opportunities and health and safety.
- Such other duties of a similar responsibility level as may be allocated to the post from time to time.

Signed

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Date

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Name (Print)

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PERSON SPECIFICATION

ESSENTIAL	DESIRABLE	TO BE IDENTIFIED BY
Qualifications		
Full driving licence and must include categories B and B1.		Application Form/Interview
Good general education.		Application Form/Interview
	Any relevant qualifications such as Pesticide Spraying or road safety training.	Application Form/Interview
Experience		
Of working as part of a team.		Application Form/Interview
Of using initiative.		Application Form/Interview
Of working with the General Public.		Application Form/Interview
	Of working in a role which provides a cleaning service.	Application Form/Interview
Skills/Knowledge		
Understanding of the importance of Customer Service.		Application Form/Interview
Awareness of the importance of Health and Safety in a working environment.		Application Form/Interview
Ability to follow instructions.		Application Form/Interview

ESSENTIAL	DESIRABLE	TO BE IDENTIFIED BY
Skills/Knowledge		
Must be willing to work weekends and Bank Holidays on a rota basis in order to meet the requirement for a 365 days per year service overtime rate applies.		Application Form/Interview
	Knowledge of the area.	Application Form/Interview
Additional		
Commitment to providing a quality service.		Application Form/Interview
Physically able to carry out duties described on the Job Description.		Application Form/Interview