



Person Specification			
Post title	Recycling Officer	Grade	Pay Band D / SCP 5-6

To be successful in this role you will need to demonstrate how you meet the criteria below at application & interview stage.

Shortlisting Number	Criteria	Method of assessment
Skills, knowledge, experience		
S1	Ability to operate the bin lifting / emptying and compaction equipment of a refuse collection vehicle.	CV/SS, I
S2	Ability to follow written and verbal instructions and to communicate effectively	CV/SS, I
S3	Ability to meet high production levels with consideration of health and safety requirements.	CV/SS, I
S4	Demonstrate a good attendance record over the past 3 years	CV/SS, I
S5	Ability to undertake significant amounts of walking, lifting and manoeuvring of full and empty waste collection receptacles. Ability to use basic tools e.g. brush and shovel.	CV/SS, I
S6	Ability to work in all weather conditions	CV/SS, I
S7	Able to respond to customers in a helpful, informative, respectful and courteous manner.	CV/SS, I
S8	Knowledge of the key challenges facing the waste management industry and the methods of diverting municipal waste from landfill disposal.	CV/SS, I
S9	Ability to inform management of any health and safety issues which could place individuals in danger	CV/SS, I
S10	To ensure that all work is undertaken in a safe and proper manner so as to comply with nationally agreed codes of practice relating to the job and KMBC Waste Management Group Codes of Practice and Safe Working Procedures.	CV/SS, I
S11	Ability to use equipment as instructed and trained.	CV/SS, I
Personal attributes and circumstances		
P1	You must adhere to the "Knowsley Better Together" staff qualities; Integrity, Accountability, Communication and Respect	I

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P2	36 hours per week (Monday – Friday working week - 6.30am start time).	I
P3	Willingness to work evenings, weekends and bank holidays at overtime rate when necessary.	I
Communication		
C1	A demonstrable willingness to share information and work with other people, including the ability to listen, communicate with and understand others, taking account of other people's points of view.	CV/SS, I

CV/SS = Curriculum Vitae/Supporting Statement **A** = Application Form **C** = Certificate **E** = Exercise **I** = Interview
P = Presentation **AC** = Assessment Centre **T** = Test

Where the post involves working with children, in addition to a candidate's ability to perform the duties of the post, the interview will also explore issues relating to safeguarding and promoting the welfare of children, including:

- **Motivation to work with children and young people.**
- **Ability to form and maintain appropriate relationships and personal boundaries with children and young people.**
- **Emotional resilience in working with challenging behaviours.**
- **Attitudes to use of authority and maintaining discipline**

We have a positive attitude to the employment of disabled people and guarantee an interview to those who meet **all** the necessary criteria of the person specification.

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