

Job Details

Job Title: **REFUSE COLLECTOR/LOADER**

Post Number: POST000136

Directorate: Environmental and Community Services

Section: Waste and Recycling Services

Post Grade: Tier: 5, Grade: C

Responsible to: Waste Services Supervisor

Responsible for: N/A

Job Purpose

- To provide a high-quality refuse/recycling service to meet customer requirements by loading refuse and recycling vehicles to facilitate the collection of controlled waste and recyclables under the Environmental Protection Act 1990.

Main Responsibilities

- To carry out loading duties safely and in accordance with Road Traffic Act and health and safety requirements.
- Act as banksman to the driver to help with reversing and manoeuvring the refuse lorry.
- Assist with large bulk collections, for example furniture, to keep pavements free for pedestrian access.
- Collect clinical waste from residents/commercial properties across the borough.
- Assist with route planning when required to ensure efficient time and fuel usage.
- Maintain daily records of work undertaken, journeys made and results achieved.
- To carry out functions with approved procedures.

Decision making

- N/A

Financial Responsibilities

- N/A

Key Contacts / Relationships

- The public.

STANDARD CLAUSES

Health and Safety

You will take reasonable care for your health and safety and have regard to other persons who may be affected by the performance of your duties in accordance with the provisions of Health and Safety legislation, Erewash Borough Council's Corporate Health and Safety Policy Statement, associated protocols and health and safety management systems.

You will exercise proper care in handling, operating and safeguarding any equipment, vehicle or appliance provided, used or issued by the Council or provided or issued by a third party for individual or collective use in the performance of your duties.

Equality and Diversity

You will uphold Erewash Borough Council's Equality and Diversity policies and practices in accordance with the Council's policy and Equality Scheme. Erewash Borough Council will make any adjustments considered reasonable to the above duties under the terms of the Equality Act 2010 to accommodate a disabled employee.

Training

You will keep under review your own training and developmental needs and keep yourself informed of current issues and be alert to Erewash Borough Council's and other relevant bodies training programmes and policies. You will be required to attend, from time to time, training courses, conferences, seminars or other meetings as required by your own training needs and the needs of the service.

Performance Management

You will ensure compliance with the Council's employee performance standards and take the appropriate action to address issues that may arise. You will comply with the Council's Data Quality Policy to ensure that all Council information you are responsible for is accurate, complete, up to date and fit for purpose.

Confidentiality

You will comply with and/or ensure compliance with the Council's Data Protection Policies and the Data Protection Act and other relevant legislation. You will ensure that confidentiality is respected and maintained at all times. Where appropriate you will work with computers, new technology and associated systems as required and support staff in its use. You will comply with the regulations as set out in the Council's ICT Information Security Policy.

Customer Care

You will promote and deliver fair and high-quality customer care services that are sensitive and responsive to customers and in accordance with Erewash Borough Council's Customer Care and Equality Policies.

Environmental

Erewash Borough Council is committed to protecting the environment and reducing its carbon emissions. It is therefore the responsibility of all employees to minimise their impact on the environment whilst working for the Council.

Safeguarding Children and Vulnerable Adults

All employees and Councillors have a duty of care for the safeguarding of children and vulnerable adults. Any concerns about the behaviour of a member of staff or service users must be reported immediately, in confidence, to a Safeguarding Lead. Posts working directly with children and/or vulnerable adults will be designated to require a Disclosure and Barring Service (DBS) check before appointment and a recheck every 3 years.

Other Duties

This job description sets out the duties and responsibilities of the post at the time when it was drawn up. Such duties and responsibilities may vary from time to time without changing the general character of the duties or the level of responsibility entailed. Such variations are a common occurrence and cannot themselves justify a reconsideration of the grading of the post. Any changes which are of a permanent nature will, following consultation with you, be included in the job description in specific terms and will be formally issued to you.

Produced by: **Resources, Recovery & Waste Manager**

Date: **18 February 2010**

Version: **1.0 – 1 April 2013**

Declaration

I understand and accept the job duties and responsibilities contained in this job description.

Signed..... Dated.....

PERSON SPECIFICATION

Job Title: REFUSE COLLECTOR/LOADER

Post Number: POST000136

EXPERIENCE

Essential Criteria

- Experience of working in a physically demanding role (e.g., construction, warehouse, grounds maintenance, street cleansing or similar). A,I,D
- Experience of working effectively as part of a team and providing support to colleagues. A,I,D
- Experience of working in customer focused service. A,I,D
- Experience of working outdoors in all weathers. A,I,D

Desirable Criteria

- Previous experience of manual working. A,I,D
- Experience of working on refuse collection rounds. A,I,D

QUALIFICATIONS

Essential Criteria

- Basic literacy and numeracy skills. A,I,D

Desirable Criteria

- Attendance at training courses relevant to the role. A,I

SKILLS & KNOWLEDGE

Essential Criteria

- A commitment to providing good customer service. A,I,D
- Understanding of the importance of health and safety in the workplace. A,I,D
- Ability to start work early in the morning. A,I,D
- Willingness to work outside of regular hours from time to time to ensure the service is delivered and rounds are completed satisfactorily. A,I,D
- Positive attitude towards change, and new methods of working. A,I,D

OTHER REQUIREMENTS

Essential Criteria

- Ability to meet minimum medical standards required to effectively carry out these duties. A,I,D
- Ability to walk long distances in all weathers and move heavy wheeled bins. A,I

Desirable Criteria

- A full driving licence. A,I,D
- Ability and willingness to develop further skills where required including structured training courses. A,I

ASSESSMENT KEY:

A Application | I Interview | T Test | D Documentation

Version: 3.0 – February 2026