JOB DESCRIPTION

Ribble Valley Borough Council
www.ribblevalley.gov.uk

Directorate	Community Services
Service area	Salthill Depot

Post details	
Job title	Casual Amenity Cleansing Operative
Post Number	
Vacancy Reference	COM968
Scale	Scale 3, scp 7 - £14.14 per hour Plus 12.07% allowance in lieu of holiday entitlement
Contract	Casual
Location of work	Salthill Depot
Directly responsible to	Amenity Cleansing Amenity Cleansing Team Leader
Directly responsible for	
Hours	
JE Reference	

Primary purpose and scope of the job

To provide an efficient and effective amenity cleansing service throughout the Ribble Valley.

Key Tasks and Responsibilities

- 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 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 remove any illegally displayed posters or placards from street furniture on your given route.
- To remove and dispose in accordance with procedures any materials from illegal fly tips.
- The collection and disposal of dead animals in the highway or other open spaces.
- Under the supervision of the Amenity Cleansing 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.
- 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 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.
- To ensure that any plant, machinery, equipment and vehicles that you use is checked, maintained and operated in accordance with the manufacturer's guidelines, reporting all faults to a member of the supervisory staff 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 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.

Review Arrangements

The details contained in this job description reflect the content of the job at the date it was prepared; however, it is inevitable that over time, the nature of the jobs may change. Existing duties may no longer be required and other duties may be gained without changing the general nature of the post or the level of responsibility entailed. Consequently, the Council will expect to revise this job description from time to time and will consult with the post holder at the appropriate time.

Prepared / Revised By	
Role	
Date Revised	

Person Specification

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Note To Applicants

The points that are marked ‘E’ are the essential requirements. You should pay particular attention to these points and provide evidence of meeting them. Failure to do so may mean that you will not be invited for interview.

The points that are marked ‘D’ are the desirable requirements that enhance a person's capacity to do the job.

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Directorate	Community
Service Area	Salthill Depot

Criteria

Experience		
Of working as part of a team	A/I	E
Of using initiative	A/I	E
Of working with the General Public	A/I	E
Of working in a role which provides a cleaning service	A/I	D

Skills and Abilities		
Understanding of the importance of Customer Service	A/I	E
Awareness of the importance of Health and Safety in a working environment	A/I	E
Ability to follow instructions	A/I	E
Knowledge of the area	A/I	D

Education, Qualifications and Knowledge		
Full driving licence and must include categories B and B1	C	E

Other requirements		
Commitment to providing a quality service	A/I	E
Physically able to carry out duties described on the job description	A/I	E

Methods of Assessment Key		
A Application Form	I Interview	C Certificate
T Test	P Presentation	AC Assessment Centre

Review Arrangements
The details contained in this person specification reflect the experience, skills, abilities, qualifications etc required of the jobholder. It is acknowledged that these may change over time. Consequently, the Council may revise this person specification from time to time and will consult with the post holder at the appropriate time.

Prepared / Revised By	
Role	
Date Revised	