JOB DESCRIPTION

Post Details - Primary

Job Title	Market Stall Operative		
Section	Clean & Green		
Service	Environmental Services		
Job Location	Bakewell		
JE Number	JE259	Grade 3	plus market supplement

Post Details – Other

Political Restriction	No
DBS/BPSS Checks	No
Responsible to	Market Stall Chargehand and Clean & Green Operations Manager
Responsible for	N/A

Main Purpose of Post

To work as a member of a team as shown by the Market Stall Chargehand to erect and dismantle stalls.

Clean the market area of all waste and litter after the market, leaving the area clean and tidy.

Due to the Council's commitment to employee rights and working time regulations, applications cannot be accepted from applicants under the age of 18. This is due to the early start time for Market Stall Operatives.

Main Duties and Responsibilities

1	To work as a member of a team as shown by the Market Stall Chargehand to erect and dismantle stalls to the designated layout plan to the designated timescales with absolute regard to the health & safety instructions and risk assessments for your own personal safety, that of your colleagues and any members of the public.
2	You are required to wear the protective clothing issued at all times and ensure that it is kept clean and tidy. It is a condition under the Health & Safety at Work Act section 7(a) that protective clothing is worn.
3	It is essential that you have regard to your responsibilities under the terms of the District Council's Health & Safety Policy. You must always adopt the safe working practices described in the relevant Codes of Practice and adhere to other guidance and instructions, which you may receive from time to time in respect of health & safety.
4	At all times you must ensure that nothing you do endangers or is likely to endanger the health & safety of yourself, your colleagues or members of the general public.
5	You must ensure that you maintain a polite and courteous manner towards members of the public and traders at all times.

6	Report any damage to stalls to the Market Stall Chargehand.
7	Report any complaints to the Market Stall Chargehand.
8	Remove litter and waste from the marketplace, leaving the market area clean and tidy.
9	Unload/load stalls on to the trailers.
10	Carry out such other work, which may become necessary as circumstances dictate.
11	You will be entitled to a number of days leave a year based on your continuous service. These days will be allocated on a roster basis and if not used within the leave year will be lost without payment being made.
12	Market Operatives holding a driving licence with trailer towing entitlement, may be required to tow trailers with acting up pay.
13	To carry out any other reasonable duties and responsibilities within the overall function, commensurate with the grading and level of responsibilities of the work offered.

General Duties and Responsibilities

Equalities - The Council aims for equality in the provision of its services and in carrying out its public functions. All employees will implement and promote its Equality and Diversity policy in their own work.
Code of Conduct - Your duty is to serve the Council as a whole in providing advice, implementing its policies and delivering services to the local community. In performing your duties, you must comply with the Employee Code of Conduct.
Health & Safety – The Council's policy needs full co-operation from all employees who are expected to give all possible assistance towards its successful implementation and to take reasonable care of their own safety and that of others.
Staff Development - The Council's Performance & Development Review (appraisal) is an integral part of Derbyshire Dales District Council's performance management framework as well as a key employee development procedure. Those with managerial responsibility must ensure that all staff with contract hours within their section receive an annual performance & development review (PDR).
Data protection - The Council is committed to maintaining the privacy of all its staff and customers. It expects all staff to handle individuals' personal information in accordance with the Data Protection Regulations in a sensitive and professional manner. All staff are under an obligation not to gain access or attempt to gain access to information they are not authorised to have.
Climate change- The Council is committed to being carbon neutral in respect of its own emissions by 2030 in line with the Climate Change Act 2008. All employees are expected to give due consideration to the climate change and other environmental impacts of the decisions they take during the course of their employment
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 Director. 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.

Date this Job Description last amended	19.07.2024
Signed by Jobholder	
Print Name	
Date	

PERSON SPECIFICATION

JOB TITLE	Market Stall Operative
JE NO	JE259

	ESSENTIAL (Must be met to be considered for interview)	**DESIRABLE** (Required to perform job to high standard)	**AIT**
SKILLS AND ABILITIES	Ability to work as part of a team. Good communication skills. Ability to work on own initiative. Ability to follow instructions. Ability to use tools to erect and dismantle market stalls.		A/I
KNOWLEDGE	Ability to work within Health & Safety legislation and risk assessments in a safe manner.	Experience of working on stall market.	A/I
EXPERIENCE	Experience of physical work.	Driving tractors and/or towing.	A/I/T
QUALIFICATIONS			A/I/T /D
OTHER REQUIREMENTS	Reliable and flexible Physically fit. Able to work outdoor all year round		A/I

Assessed by: A = Application form I = Interview T = Test D = Documentary Evidence