

Boston Borough Council



Job Description

Directorate: Environmental Operations	Service: Streetscene
Job Title: Streetscene Operative	Grade : 4 (subject to job evaluation)
Reports to Assistant Supervisor - Streetscene	Responsible For: n/a
Is this post eligible for a DBS check? NO Boston Borough Council will re-check employees, as a minimum, at 3 yearly intervals.	
A Purpose of job:	
1	To provide a comprehensive litter clearance and cleaning of streets and highways throughout the Borough including all land accessible to the public including footpaths, car parks, green open spaces including on customer premises and other land forming part of the streetscene.
B Main responsibilities, tasks and duties	
1	To be responsible for cleaning of highways, gullies, footpaths, and other areas of the Borough using mechanical sweepers and other vehicles and equipment removing and disposing of all litter, debris and detritus.
2	To be aware of and understand the rules regarding the safe operation of mechanical street sweepers including the vehicle body, controls, chassis and all ancillary equipment.
3	To operate pedestrian controlled equipment, barrows, street vacuums and other equipment to comprehensively clean highways, public areas and facilities such as the cleaning of street furniture, signs and litter bins.
4	To be responsible for and drive a wide range of council vehicles including vans and mechanical street sweepers with a gross vehicle weight not exceeding 7500KGs.
5	To collect waste from litter bins and assist in the collection of bulky waste items from household and commercial premises.

6	To provide a cleaning service following outdoor markets, including emptying of litter bins and assist in special occasions such as May Fair, Christmas Markets and Memorial events etc.
7	To adhere to the health and safety policy and follow all safe systems of work, risk assessments, including understanding the COSHH relating to cleaning materials used and to wear all personal protective equipment as required.
8	To ensure that members of the public are treated courteously at all times and act as an Ambassador for the Council, being a point of contact and signpost the public having general Council enquiries.
9	To report any instances relating to the safety of the operation including damage of fixtures and furniture or the failure of appliances or machinery used in cleansing.
10	To work a shift system providing a 7 day service including weekends and bank holidays including, as required, outside of normal working hours.
11	To adhere to all regulations regarding the tipping of the wastes contained in the vehicle at the appropriate site(s).
12	To adhere to all safe systems of work, risk assessments, paperwork (i.e. Driver's daily Log/Vehicle Inspection Reports) and loading constraints relating to the vehicle or equipment as required including reporting of faults, damage or defects promptly using relevant systems.
13	To attend staff meetings, training courses as required.

C Knowledge and skills

1	<p>Knowledge – Essential</p> <ul style="list-style-type: none"> • Driver Licence with Category C1 (rigid motor vehicle exceeding 3500KG but not exceeding 7500KG). • Drivers Certificate of Professional Competence (CPC). Candidates MUST hold a valid Driver CPC Qualification Card (DQC) and must complete a minimum of 35 hours periodic training every 5 years. • Good general education, including a good standard of literacy and numeracy. • Ability to follow maps and local knowledge of Boston & district streets. • Ability to work to deadlines. <p>Knowledge – Desirable</p> <ul style="list-style-type: none"> • Certificate of competence in the safe operation of mechanical street sweepers.
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	<ul style="list-style-type: none"> • Similar experience within a local authority or private contractor. • NVQ Level 2 in Waste Management operations or equivalent.
2	<p>Interpersonal Skills - Essential</p> <ul style="list-style-type: none"> • Good attitude to customer care, with tact and diplomacy when interacting with members of the public. • Ability to work on own initiative. • Enthusiastic & conscientious. • Ability to work effectively within small team.
3	<p>Mental Skills - Essential</p> <ul style="list-style-type: none"> • Desire to learn new skills, undertaking required training. • Ability to solve simple problems. • Ability to work accurately. • Able to work with minimum supervision. • Ability to use computerised technology to support the work of the crew.
4	<p>Physical Skills - Essential</p> <ul style="list-style-type: none"> • Physically capable of undertaking this manual role. • Driving a vehicle that requires the driver to hold a Category C1 drivers licence, precision required for maneuvering. • Dexterity is essential, as are co-ordination or sensory skills as there is some demand for precision in use of these skills.
<p>D RESPONSIBILITIES</p>	
1	<p>For supervision</p> <ul style="list-style-type: none"> • n/a - no formal responsibility for supervision of people with the exception of covering for a refuse driver where the post holder will be responsible for the safety, conduct and behavior of the crew.

2	<p>For people</p> <ul style="list-style-type: none"> • An understanding of the responsibility for safeguarding and promoting the welfare of children is required. • Must be prepared to undertake safeguarding, disability, equality and diversity training. • This job involves some direct impact on the well-being of individual, or groups of people through undertaking tasks which directly benefit them – e.g. collection of refuse/recycling.
3	<p>For financial resources</p> <ul style="list-style-type: none"> • n/a – no direct responsibility for financial resources.
4	<p>For physical resources</p> <ul style="list-style-type: none"> • The job involves regular careful use of very expensive equipment (mechanical street sweepers).
<p>E Work environment and demands</p>	
1	<p>Work demands - essential</p> <ul style="list-style-type: none"> • Ability to work a rota shift system for normal hours, weekend working, bank holidays and out of normal hours as required.
2	<p>Physical Demands</p> <ul style="list-style-type: none"> • The role involves pushing/pulling of moderate to heavy weights, it is essential that the postholder is capable of this.
3	<p>Working conditions</p> <ul style="list-style-type: none"> • The job involves some exposure to disagreeable, unpleasant or hazardous environmental working conditions and/or people related behavior.
<p>F Other</p>	

1	<p>The duties and responsibilities in this job description are not exhaustive. The post holder may be required to undertake other duties that may be required from time to time within the general scope of the post. Any such duties should not substantially change the general character of the post. Duties and responsibilities outside of the general scope of this grade of post will be with the consent of the post holder with the exception of those required at such a time when the Emergency or Business Continuity Plan is invoked during a genuine emergency situation where staff may be required to undertake work outside of their normal duties without prior consultation.</p>
2	<p>Equal opportunities</p> <p>The post holder is required to carry out the duties in accordance with Council Equal Opportunities policies.</p>
3	<p>Health and safety</p> <p>The post holder is required to carry out the duties in accordance with the Council Health and Safety policies and procedures.</p> <p>All employees have a duty to take reasonable care for their own Health & Safety and that of others. In particular they must:</p> <ul style="list-style-type: none"> • Carry out all work in the prescribed manner and ensure that they follow training, information and instruction provided • Use equipment correctly at all times • Wear or use personal protective equipment provided • Report all unsafe acts, conditions, accidents or near misses • Suggest methods of eliminating hazards and reducing potential risks • Co-operate in the investigation of accidents with the objective of introducing methods to prevent a reoccurrence • Take part in risk assessments, workplace inspections, safety tours and audits when necessary • Observe safe systems and methods of working at all times, avoid taking short cuts or improvising which may give rise to unnecessary risks <p>To undertake such health surveillance, at the cost of the Council, as may be required. This may be identified by risk assessments or be a statutory provision such as those within the Health and Safety at Work Act 1974 and The Control of Noise at Work Regulations 2005.</p>
4	<p>Health Surveillance</p> <p>Employees are required to undertake such health surveillance, at the cost of the Council, as may be required. This may be identified by risk assessments or be a statutory provision such as those within the Health and Safety at Work Act 1974 and The Control of Noise at Work Regulations 2005.</p>
5	<p>Conduct</p> <p>The public are entitled to expect the highest standards of conduct from all employees who work for Local Government and that their conduct should never be influenced by</p>

	<p>improper motives. Employees should always remember the responsibilities to the community they serve and ensure courteous, efficient and impartial service to all groups and individuals within the community.</p> <p>Employees should be aware of the content of the Code of Conduct and ensure that they act within the Code at all times.</p>	
6	<p>Information security & data protection</p> <p>Employees should ensure that confidential material including material about individuals is handled in accordance with the law.</p> <p>Employees are individually responsible for any information in their care whether computerised or manual.</p> <p>All Council policies on these issues should be adhered to.</p>	
7	<p>Safeguarding</p> <p>Employees have a responsibility to safeguard and promote the well-being of all vulnerable adults, children and young people who participate in our services or whom they come into contact with through discharging various functions. This includes situations where the Council works directly with adult, service users who have care of children. Employees should be able to identify abuse or neglect and understand their responsibilities and what to do should they ever suspect or become aware that a child is being neglected, is being abused or is likely to suffer abuse.</p>	
8	<p>Values</p> <p>We believe that everyone has a role to play in making our council successful.</p> <p>We expect everyone involved with Boston Borough Council to be:</p> <ul style="list-style-type: none"> • open and honest with people • enthusiastic, positive and proud about working for Boston Borough Council • patient with people and take time to understand their concerns • approachable and clear with people • open to new ideas and willing to learn • caring and to treat people with respect, consistency and fairness • focused on customers 	
Job description written by	Name: M FISHER	Date: 10/07/2020
Job description agreed by:	Postholder:	Date:

This post has been evaluated using the National Joint Council Job Evaluation Scheme as adopted by Boston Borough Council.

JE Ref No.M51	Evaluation date: 03/02/2020	
Factor	Level	Points
Knowledge	3	60
Mental skills	2	26
Interpersonal and communication	1	13
Physical skills	4	52
Initiative and independence	2	26
Physical demands	4	40
Mental demands	4	40
Emotional demands	1	10
Responsibility for people	2	26
Responsibility for supervision	1	13
Responsibility for financial resources	1	13
Responsibility for physical resources	3	39
Working conditions	3	30
Total score		388