Job Description

Cleansing Operative

Final

Date: November 2019

POST:	Cleansing Operative
SERVICE:	Streetscene and Leisure Services
SECTION:	Refuse and Cleansing
BAND:	2
REPORTS TO:	Cleansing Supervisor
RESPONSIBLE FOR:	N/A
TYPE:	2) Field worker

All Council posts are subject to National Joint Council (NJC) conditions of service.

Basildon Borough Council is committed to safeguarding and promoting the welfare of children and adults, and expects all employees, contractors and volunteers to share its commitment to prevent abuse, harm or exploitation.

Please note that the Council applies a robust recruitment vetting process.

MAIN PURPOSE

The post holder will undertake street cleansing work within the Basildon Borough. Duties will be varied but will include all aspects of street cleansing works.

DUTIES

1. General cleansing of the Borough, including formal public parks and open spaces, which will include cleaning leaves, litter and debris.

2. To undertake street cleansing and building cleaning duties. This will include litter picking and manual sweeping if necessary, from all hard and soft surfaces, including the removal of dumped items.

3. The emptying of litter and dog waste bins. Dog faeces will also be removed from hard surfaces and grassed areas.

4. To be responsible for certifying the completion of the day's work

5. Liaising with the public over any queries arising from the operational services.

6. Complete daily or weekly work sheets as required.

7. During ice and snow periods Operatives may be employed on snow clearing or salting of pavements in the Borough.

8. Any other duties appropriate to the post: These other duties must be equivalent to or below the salary and status of the role and, where appropriate,

under the Equality Act 2010, due consideration must be given to any employees with a "protected characteristic".

9. Undertake all the duties within the framework of Equal Opportunities.

10. You must cooperate in all matters relating to Health and Safety and implement all procedures for your job role. The identification of Health and Safety related risks within the working environment must be highlighted to your management.

PERSON SPECIFICATION

Position Title:	Cleansing Operative	Date Prepared:	November 2019
Department:	Refuse and Cleansing	Band:	2

AF= Application Form	I = Interview	T= Test

	REQUIREMENTS	Essential	Desirable	Assessed
1.	**EXPERIENCE AND KNOWLEDGE**			
1.1	Experience of manual outdoor work	✓		**AF/I**
1.2	Protective clothing is provided and must be worn.	✓		**AF/I**
2.	**COMPETENCIES**			
2.1	**WORKING WITH PEOPLE** a) Demonstrates an interest in and understanding of others b) Adapts to the team and builds team spirit c) Recognises and rewards the contribution of others d) Listens, consults others and communicates proactively e) Supports and cares for others f) Develops and openly communicates self-insight such as an awareness of own strengths and weaknesses	✓		**AF/I**
3.1	**RELATING AND NETWORKING** a) Establishes good relationships with customers and staff b) Builds wide and effective networks of contacts inside and outside the organisation c) Relates well to people at all levels d) Manages conflict e) Use humour appropriately to enhance relationships with others	✓		**AF/I**

	REQUIREMENTS	Essential	Desirable	Assessed
6.2	**DELIVERING RESULTS AND MEETING CUSTOMER EXPECTATIONS** a) Focuses on customer needs and satisfaction b) Sets high standards for quality and quantity c) Monitors and maintains quality and productivity d) Works in a systematic, methodical and orderly way e) Consistently achieves project goals	✓		**AF/I**
6.3	**FOLLOWING INSTRUCTIONS AND PROCEDURES** a) Appropriately follows instructions from others without unnecessarily challenging authority b) Follows procedures and policies c) Keeps to schedules d) Arrives punctually for work and meetings e) Demonstrates commitment to the organisation f) Complies with legal obligations and safety requirement of the role	✓		**AF/I**
7.2	**COPING WITH PRESSURES AND SETBACKS** a) Works productively in a high pressure environment b) Keeps emotions under control during difficult situations c) Balances the demands of work life and personal life d) Maintains a positive outlook at work e) Handles criticism well and learns from it	✓		**AF/I**