

Role Profile



Role Title: Loader

Service Area: Waste and Environment

Scale: Scale 2

Reporting to: Waste and Street Supervisors and Driver of the Vehicle [Chargehand]

Responsible for: None

Purpose

- To play a key role in the delivery of a safe, reliable and efficient waste and recycling collection service to domestic and trade properties throughout the district.
- To be responsible for the safe collection of waste and recycling materials from various waste receptacles (e.g. bins, bags, boxes, or other suitable containers), safe operation of the machinery on the Refuse Collection Vehicle (RCV), act as a safe reversing assistant) and other related duties in the waste and recycling service.
- To work as a team, led by the chargehand, to ensure the safe operation of the waste and recycling vehicle and the completion of daily waste and recycling collection rounds.
- To support and motivate other team members, encouraging them to achieve their goals, in alignment with TRDC values and behaviours.

Key Responsibilities

- To report to work at the agreed time and place (normally Batchworth Depot at 6am) by the Waste and Street Supervisors.
- To wear Health and Safety compliant/ appropriate PPE (e.g. wearing gloves, boots, high vis etc) when undertaking duties and to ensure that a presentable appearance is always maintained.
- To maintain high customer satisfaction and service standards at all times by:
 - Ensuring wheeled bins and food waste pods are securely left, gates are shut-closed when leaving the premises and all lids are replaced and all returned and left in a safe place not blocking driveways or footpaths.
 - Ensuring driveways, roads and the public highway are not obstructed when pulling refuse out in advance of the vehicle.
 - Carry out collections in a neat and tidy manner ensuring spillages are cleaned up at the time of collection.
 - Ensuring that all collection rounds are completed within specified timescales. This will involve working on bank holidays or on the weekends following bank holidays for which overtime will be paid.
 - To inform the chargehand of any issues with a collection from a specific street or property so this can be recorded and reported
- To follow all reasonable instructions issued by the chargehand (your Driver) responsible for you and your crew.
- To ensure you always work in a safe manner to ensure that potential danger to other employees and the public is minimised.

- To be polite, helpful and courteous to all members of the public, at all times and delivering high level of customer care.
- To assist and provide advice to newer crew members or temporary members of staff.

Health and Safety

- To be familiar with and comply with the contents of the council's Health and Safety policies, procedures and risk assessments that are relevant to this role. These include for example: Risk Assessments, Code of Conduct, and Accident/Near Miss/Hazard reporting etc.
- To work with due regard for the health and safety of yourself and others and not to misuse or interfere with anything provided in the interests of health, safety and welfare.
- To operate the machinery on the RCV according to the instructions and training provided and ensuring that safety is not compromised (e.g. bin lift, cycling equipment etc)
- To ensure the vehicle movements are undertaken safely by guiding the driver whilst reversing the RCV, using the agreed signals when required.
- To co-operate with and support supervisors and other managers in meeting their health and safety responsibilities.
- Ensuring all manual handling is undertaken in line with training/instruction.
- To report all accidents, incidents and any health and safety problems or deficiencies to waste supervisor team in a timely manner.
- Take part in health and safety training and development and health surveillance programmes, as required and demonstrate a commitment to keeping up to date with skills and knowledge through self-development

General

- Undertake any other reasonable duties as required by the Waste and Streets Supervisors including collection of missed bins and providing assistance to other crews and service operatives
- Undertake when requested administrative duties on behalf of the Electoral Registration Officer and/or the Returning Officer relating to the registration of electors and the organisation of elections i.e processing postal votes, canvassing properties during office hours
- You will consider and implement environmental sustainability as a guiding principal within processes, activities and projects delivered

Please note:

In line with council policies:

- Drinking or being in the possession of alcohol or drugs of any kind is strictly forbidden during working hours including in the vehicle cab after collections have been completed.
- Staff who choose to smoke or vape must only do so in line with the councils' no smoking policy.

Specific Knowledge, Skills and Expertise

- Ability to undertake lifting, bending, carrying heavy items, move wheeled bins and other refuse containers for the working day, and walk for a number of miles per day.
- Ability to work effectively as a member of a team
- Ability to understand and accept work instructions and complete necessary work documentation as and when required.
- Ability to make judgements and decisions required, within set parameters, to determine what is or is not to be removed and collected.
- Ability to undertake an assessment of the risks when assisting the Driver of the refuse collection vehicle whilst manoeuvring the vehicles and take appropriate action to ensure the safety of other crew and the public.

- Able to undertake decisions on personal safety and safety of members of the public when collecting refuse and recycling.
- High degree of awareness needed of the dangers associated with working continually in close proximity to the highway.
- High degree of awareness in respect of personal health and safety in relation to manual handling, sharps, dangerous materials and substances etc.
- Ability to follow verbal and written instructions and respond to the queries or provide advice and information to the members of the public.
- Ability to make effective decisions under time pressure by balancing the risks and benefits of various options and decisions including making unpopular decisions (with regards to not accepting waste for collection) where necessary.
- Takes responsibility for the outcomes and impact of their decisions
- Considers all relevant data when making decisions
- Prepared and able to work outside in all weather conditions.

Key Relationships

- Refuse and Recycling Crew(s)
- Street Cleansing Team
- Members of the public
- Waste and Streets Supervisors
- Environmental Enforcement Officers