



## South Tyneside Council

### ECONOMIC REGENERATION

#### PERSON SPECIFICATION

**POST TITLE:** Waste Operations Officer

**GRADE:** Band 7

	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
<b>Educational Attainment</b>	<ul style="list-style-type: none"><li>• HNC in relevant subject or equivalent relevant experience gained in a waste management environment</li></ul>	<ul style="list-style-type: none"><li>• Evidence of recent management training and/or continuing professional development</li><li>• Membership of the CIWM</li><li>• Institute of Occupational Health and Safety qualification</li><li>• Degree in relevant subject</li></ul>	<ul style="list-style-type: none"><li>• Application form</li><li>• Certificates</li></ul>
<b>Work Experience</b>	<ul style="list-style-type: none"><li>• Substantial experience gained at supervisory level within a waste environment delivering waste collection services</li><li>• Experience of workload planning and monitoring</li><li>• Experience of budgetary control including income projections</li><li>• Experience of Elected Member liaison</li><li>• Experience of dealing with members of the public and participating in public consultation events and forums</li><li>• Experience of service and business planning</li><li>• Experience of strategic partnership working</li><li>• Experience of working to, and meeting deadlines</li><li>• Experienced in industrial relations to include staffing matters, negotiating with clients, staff and trade unions</li><li>• Experience of contingency planning and business continuity</li></ul>	<ul style="list-style-type: none"><li>• Experience of procurement of waste collection services</li><li>• Experience of working within a strategic waste partnership</li></ul>	<ul style="list-style-type: none"><li>• Application form</li><li>• Interview</li><li>• References</li><li>• Presentation</li></ul>

	<ul style="list-style-type: none"> <li>• Experience of performance monitoring and in taking effective corrective action</li> <li>• Experience in industrial relations and staffing matters</li> </ul>		
<b>Knowledge/ Skills/ Aptitudes</b>	<ul style="list-style-type: none"> <li>• Excellent team leadership skills and the ability to take a lead role with other partners</li> <li>• Detailed knowledge of waste services</li> <li>• Excellent oral and written communication skills</li> <li>• Good ICT skills e.g. Microsoft Office</li> <li>• Thorough understanding of relevant legislation and compliance requirements including Health and Safety/Duty of Care requirements</li> <li>• Awareness of best practice in the profession and able to drive service improvement</li> <li>• Able to develop confidence and trust from the customer and other partners</li> <li>• Able to innovate and create new solutions to problems and challenges in service delivery</li> </ul>	<ul style="list-style-type: none"> <li>• Project Planning and Process Management skills</li> <li>• Networking skills</li> <li>• Detailed knowledge of waste services</li> </ul>	<ul style="list-style-type: none"> <li>• Interview</li> <li>• References</li> <li>• Written Submission/ Test</li> <li>• Short Presentation</li> </ul>
<b>Disposition</b>	<ul style="list-style-type: none"> <li>• Able to drive cultural/behavioural and organisational change within the service</li> <li>• Able to motivate self and others</li> <li>• Able to work as part of a team</li> <li>• Confident manner and the ability to deal with people</li> <li>• Flexible approach to work</li> <li>• Committed to the principles of equality and diversity</li> </ul>	<ul style="list-style-type: none"> <li>• Strong commitment to training and developing staff</li> <li>• Strong commitment to Health and Safety</li> </ul>	<ul style="list-style-type: none"> <li>• Application Form</li> <li>• Interview</li> <li>• References</li> </ul>
<b>Circumstances</b>	<ul style="list-style-type: none"> <li>• Full current driving licence or access to a means of mobility support</li> <li>• Baseline security clearance</li> </ul>		<ul style="list-style-type: none"> <li>• Application form</li> <li>• Basic check</li> </ul>