

Lead Environmental Operative

Job Description

Reports to: **Operations Manager**

Direct reports: **N/A**

Evaluation: **450 points**

Grade: **N5**

Reference: **A4220**

Job Purpose

To work flexibly as part of the Local Services frontline delivery team, to champion clean, green and safe neighbourhoods. To lead assigned crew and undertake a range of duties across Local Services.

Main Duties

These are some of the typical duties you will be expected to perform. This is not exhaustive, and you may need to complete similar tasks as required.

1. To clean, sweep, remove graffiti and litter pick highways, open spaces and pedestrian areas including hazardous waste, to the required specification using relevant mechanical or/and manual equipment and chemicals to promote clean, green and safe neighbourhoods
2. To drive and operate equipment in a safe manner in line with service delivery requirements and relevant legislation and training.
3. To undertake routine vehicle, plant and equipment checks including daily and weekly maintenance, and undertake minor repairs as required (e.g. changing brushes and lightbulbs), completing any required associated paperwork.
4. To ensure safe procedures are followed when carrying out manoeuvres in line with the driver handbook and relevant legislation.

5. To carry out duties in line with the relevant Risk Assessments and support management in any review of these assessments.
6. To safely and effectively operate in-cab and other technologies logging operational data as required to deliver efficient waste and street services and to report on quality targets.
7. To undertake the removal, minor repair and installation of litter bins, utilising relevant tools and equipment.
8. To respond to all enquires in a professional and courteous manner, directing requests as appropriate, including work requests from external agencies.
9. To assist with quality assurance checks regarding required standards of work.
10. To undertake loading, transporting and disposing of domestic, recyclable, commercial and garden materials as appropriate, for e.g. fly tipping and missed bins, including the use of side lift vehicles.
11. To undertake manual gritting and replenish grit bins in line with the city's winter maintenance snow and ice plan.
12. To lead and coach staff in matters including safe working practices and cascade training.
13. To drive a range of large vehicles, including large goods vehicles (LGV)/vehicles exceeding 3.5 tonne and undertake waste collections for e.g. fly tipping
14. To report via agreed channels, environmental and neighbourhood issues including fly tipping, graffiti, broken street lights, and advise the appropriate services or line manager
15. To issue fixed penalty notices for offences including dog fouling, litter, graffiti and fly posting and potentially assist in the preparation of legal proceeding cases as instructed by providing statements and giving witness testimony at court.

16. To assist in handling/investigating informal and stage 1 complaints.
17. Support management in planning project works such as special events, planning routes and clean up projects.
18. To promote and implement the Council's Equality Policy in all aspects of employment and service delivery.
19. To assist in maintaining a healthy, safe and secure environment and to act in accordance with the Council's policies and procedures to promote and implement our *Diversity, Equality, Equity, and Accessibility* policy in all aspects of your employment.
20. To help maintain a healthy, safe, and secure environment and to adhere to our policies and procedure.