

Northumberland County Council
JOB DESCRIPTION

Post Title: Cleansing HGV Driver/Operative		Group/Department/Service: Local Services, Neighbourhood Services		Office Use
Band: 4		Workplace: Site Based (Countywide)		JE ref: 3063
Responsible to: Senior NEAT Team Leader or NEAT Team Leader		Date: 28 May 2015	Manager level:	HRMS ref:
Job Purpose: To drive and operate specialist HGV's in order to undertake the provision of an efficient and effective gully cleansing and mechanical street cleansing service and removal and disposal of associated waste materials..				
Resources	Staff	To work individually or as part of a team with a second HGV Driver/Operative and to be responsible when undertaking HGV driving duties for other colleagues operating equipment and/or undertaking traffic management duties to ensure the safe and efficient delivery of the service, as necessary.		
	Finance	None		
	Physical	Day-to-day shared responsibility for the careful use and maintenance of the vehicle and allocated tools and equipment.		
	Clients	Duties have a direct impact upon the health and safety of the community and the wider public realm		
Key Duties and responsibilities: Work Individually or as part of a team and under the general direction of senior colleagues:				
1. Provide an efficient and effective gully and mechanical street cleansing service including the removal and safe disposal of associated waste materials in any area to designated standards and in accordance with predetermined schedules. 2. As necessary, drive and/or operate a range of specialist vehicles to provide efficient and effective logistical and operational support. 3. Safely operate a high pressure jetting systems to unblock drains/gullies as and when required. 4. As necessary, complete all required paperwork to accurately record the resources used and progress of work in accordance with corporate procedures. To include use of vehicle installed GPS in-cab devices where available. 5. Ensure the safety of other employees, the public and other road users in relation to the work undertaken including the safe use of all heavy & light plant, equipment and tools. 6. Liaise with service users and members of the public in a courteous and respectful manner. 7. Ensure the work is completed within the time, quality and specified service standards. 8. Ensure that work is performed in a safe and responsible manner in compliance with the relevant risk assessment. 9. Work collaboratively with team colleagues to ensure that work plans are achieved and quality standards are maintained. 10. Investigate a variety of drainage problems, using your own initiative to find solutions where possible and refer more complex issues and/or report other areas where you consider there are potential problems to your immediate supervisor/line manager. 11. As necessary, carry out routine vehicle driver and equipment operator checks in accordance with established procedures 12. Staff will be expected to work across the frontline services within their allocated area team and carry out other similar HGV driver/operator duties when required. The duties and responsibilities highlighted in this job description are indicative and may vary over time. Post holders are expected to undertake other duties and responsibilities relevant to the nature, level and extent of the post and the grade has been established on this basis.				
Work Arrangements				

Physical requirements:	Sitting in a constrained position when undertaking driving duties, but with regular walking, lifting heavy weights, pulling and pushing.
Transport requirements:	Need to attend training and development courses, meetings or other work sites within area.
Working patterns:	Normal working week, Monday to Friday, with occasional evening, weekend and participation in emergency call out work. Driving regulations and working time directive apply.
Working conditions:	Operating outdoors in all weathers and traffic conditions, occasionally, dealing with contaminated substances.

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PERSON SPECIFICATION

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Essential		Desirable		Assess by
Qualifications and Knowledge				
An LGV/HGV Licence – minimum Category C Knowledge of the legislation and regulations relating to driving. An awareness of Health & Safety legislation and its application in the workplace Relevant knowledge of the range of tasks together with the operation of associated tools and equipment. An appreciation and interest in the need for the service. Trained to T1 standard in traffic management.		Previous experience in a related area of work. The safe disposal of Sharps NPTC Safe pesticide certificate PA2 for vehicle mounted sprayer operations Use of a high pressure Jetter system. Water Awareness Course		
Experience				
Driving LGV/HGV Vehicles Experience of the safe operation of a gulley cleansing vehicle and/or large mechanical sweeper. Experience of working outdoors Knowledge of Health and Safety rules & regulations in relation to self, other employees and the public Experience with interacting with the general public in a customer friendly respectful manner		Knowledge of Health and Safety legislation in relation to Street Cleansing		
Skills and competencies				
Able to understand and follow spoken and written instructions. Able to keep basic work records. Ability to drive a variety of vehicles, Specialist skills associated with the operation and maintenance of hydraulic equipment. Able to plan, organise and prioritise own work, time and resources. Good communication skills and able to deal with issues raised by staff and the public in a calm and logical manner. Willingness to undertake Job Related Training		A tractor and implements operator certificate Understand the role of the banksman Ability to drive Tractors with trailers		
Physical, mental, emotional and environmental demands				
Able to cope with the regular high levels of physical demands.. Need to remain alert for traffic and other potential hazards. Some contact with service users and the public which can result in limited emotional demands. Ability to operate outdoors in all weather conditions.				
Motivation				

Reliable and keeps good time.
Committed to the ethics of public service, quality and customer service.
Appropriately follows instructions to achieve set tasks or objectives.
Adapts to change by adopting a flexible and cooperative attitude.
Supportive and adapts to team working.
Demonstrates integrity and upholds values and principles.

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Other