



**North
Northamptonshire
Council**

Job Description and Person Specification

Job details

Job title:	Refuse and Recycling Driver/Loader
Grade:	12-17
Reports to:	Refuse and Recycling Management
Responsible for:	Refuse / Recycling Loaders
Directorate and Service area:	Highways and Waste, Refuse and Recycling

Purpose of the job

To undertake Refuse and Recycling Collection Services within the Borough.

Principal responsibilities

(Please make these concise and ideally no more than 8)

1. To drive and be responsible for up to a 26 tonne refuse and recycling vehicle and other associated vehicles within the department;
2. To oversee the collection and return of wheeled bins from domestic and commercial premises, in accordance with the Council's Service Standards;
3. To advise residents when required on how the refuse and recycling scheme operates;
4. Transporting and supervising the crew, with lead responsibility for the operation of the service on the allocated round;
5. To dispose of refuse at the specified landfill sites and material recycling facilities (MRF) or facilities of direction;
6. To report daily to the Refuse and Recycling Management or Supervisor any collection issues or relevant information;
7. Operate an in-cab system to follow the collection round, taking note of assisted collections, special instructions and report any issues such as 'Not Outs,' contamination or additional unauthorised containers or side waste.
8. To comply with safe working practices and adhere to the Council's Safety Policy according to the issued safe working arrangements;
9. To comply with standing instructions for drivers of Council vehicles and undertake an annual driving assessment;
10. To ensure the best standard of customer relationship between the service and members of the public;

11. Driver/Loader is required to undertake loading duties when instructed. This will require collecting refuse and recycling containers from specified points and emptying into designated vehicles. This could involve wheeled bins, plastic sacks, household bins, bulk bins for trade/communal refuse and any other type of collection, heavy objects, moving bins, sorting waste and all duties associated with loaders duties;
12. To carry out additional duties from time to time as instructed by the Refuse Management.

General responsibilities applicable to all jobs

1. Demonstrate awareness/understanding of equal opportunities and other people's behavioural, physical, social and welfare needs.
2. Comply with the Council's policies and procedures including (but not limited to) safeguarding, financial regulations, promotion of equalities, customer care, agreed audit actions and health and safety (ensuring that reasonable care is taken at all times for the health, safety and welfare of yourself and other persons).
3. Understand the councils commitment to Corporate Parenting and take responsibility to support this commitment. Enable the council to be the best corporate parents possible to children and young people in our current and previous care.
4. Carry out any other duties which fall within the broad spirit, scope and purpose of this job description and which are commensurate with the grade of the post.

This job description reflects the major tasks to be carried out by the post holder and identifies a level of responsibility at which they will be required to work. In the interests of effective working, the major tasks may be reviewed from time to time to reflect changing needs and circumstances. Such reviews and any consequential changes will be carried out in consultation with the post holder.

Special features of the post

- Driving Licence – Category C
- To attend training courses as required for the job

Person Specification

Attributes	Essential criteria	Desirable criteria
Education, Qualifications and Training	Category C Driving Licence. CPC Qualification; Tachograph understanding.	Previous Customer Care training; Safety Awareness Training.
Experience and Knowledge	2 years minimum of driving experience of vehicles over 7.5 tonnes; Ability to carry out heavy practical work.	Knowledge of the streets and premises within the Borough; Experience of Refuse / Recycling Collection Practices.
Ability and Skills	Category C Driving Licence; Experience of all-weather working; Physically fit; Able to work as part of a team	Previous experience of working with the public; Good communications; Customer Care Awareness.
Equal Opportunities	Ability to demonstrate awareness/understanding of equal opportunities and other people's behaviour, physical, social and welfare needs.	
Additional Factors	Reliability; Flexible to respond to service needs	Available for overtime; Able to communicate with the public; Knowledge of local Recycling service.