

The Highland Council

Job Description

Service: Community Services **Section:** Waste

Job Title: Community Works Operative 3 (Other)

Grade and Salary: HC03 £26,243.36 - £26,974.48

Location: Lotland Street, Inverness

Responsible to: Foreperson, Waste Management Officer

Key Duties and Responsibilities:

- To provide street cleaning of designated areas, including the removal of litter, debris, loose chippings, animal fouling, leaves and weeds
- Litter picking of roads & verges
- The emptying of all litter bins and dog bins
- The removal and appropriate disposal of illegal dumping
- The proper disposal of all ground maintenance materials, street cleaning debris and litter
- When in contact with the general public all employees are required to be helpful and courteous at all times
- The care and cleanliness of all equipment used in carrying out the above duties
- To report any faulty equipment and machinery to your Foreman immediately
- Employees would be expected to work with minimal supervision
- Each employee has the duty, while at work to take reasonable care for Health & Safety of him/herself and any other persons who may be affected by his/her acts and to co-operate with his/her employer, in order that the employer's duty may be fulfilled
- Any other duties as laid down by the Foreman or Management Team

Other Duties:

- The post holder may be required to undertake any other duties appropriate to the level of the post.
- Duties and responsibilities will vary from time to time.

Date: Feb 2015

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Person Specification

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Location:	Inverness
Date:	Feb 2015

Essential Attributes

In order to be able to carry out the duties of this post effectively and safely, candidates will be able to provide evidence of the following.

1. A driving licence is Essential
2. Awareness of Health & Safety within a working environment.
3. Ability to work as part of a team.
4. Flexible working attitude and willing to learn.
5. Punctuality.
6. Good Communication Skills.
7. Pleasant and neat appearance.
8. Good General Education.