JOB DESCRIPTION

Dumfries & Galloway COUNCIL

Job Title: Manufacturing Operative		**Ref No:**	**JE Ref:** G808
Department: E&I	**Band**: 5	**Location:** Dumfries and Galloway	
Responsible To:	MBT Manager		
Responsible For:	N/A		
Job Purpose:	Support the daily operation of the Mechanical Biological Treatment (MBT) Plant		
Main Responsibilities:	• Providing onsite support for day-to-day running of the MBT plant		
Job Activities:	• Operate the production process and maintaining a production schedule with key stakeholders • Ensure that the production processes and associated activities are operated in a safe and efficient manner • Maintain and complete relevant Key Performance Indicators for all production processes • Adhere to stated policies and procedures relating to Health and Safety and quality management. • Maintain and control quality standards • Monitor production processes and adjustschedules as needed • Monitor product standards and implement quality-control • Work with other operators to implement relevant policies and achieve related goals • Assist where necessary to ensure planned and reactive maintenance is completed in a timely and effective manner • Carry out preventative process checks • Identify and implement continuous improvement measures ***The job activities listed are not exhaustive and may be added to or amended consistent with the job purpose.***		
Performance Management	• To manage your own performance and any staff you may be responsible for in accordance with the Council's values of Customer First, continuous improvements, openness and honesty, local decision making and team working. • To achieve the agreed performance targets detailed in the work plan and contribute to performance appraisal activities. • To manage your own performance in compliance with all Codes, Regulations and procedures including Code of Conduct, Health and Safety and Governance. • To manage risk, promote risk awareness and prioritise work in light of the risk analysis. • To actively commit to the Council's equality and diversity vision statement and associated policies that promote fairness and equality and celebrate diversity, in dealing with colleagues, clients and service users. • To take all reasonable measures to limit carbon emissions and reduce energy/ resource consumption when undertaking work activities.		
Prepared by:	Senior Operations Manager	**Date:** September 2019	

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