



SWINDON
BOROUGH COUNCIL

Role Profile

Job Title: Environmental Cleansing Operative	Role Profile Number: WM00005
Grade: L Salary:	Date Revised:
Directorate/Group: Service Delivery, StreetSmart	Reporting to: Environmental Cleansing Team Leader
Structure Chart attached:	

Job Purpose

StreetSmart encompasses a wide range of services including Grounds Maintenance, Parks and Open Spaces, Waste Collection and Management, Environmental Cleansing, EnviroCrime.

StreetSmart's high visibility services feature very highly in the priorities of both Members and residents of the Borough, with a significant influence on the way stakeholders perceive the Council.

The StreetSmart response to the challenges the Council faces will facilitate a customer focused service delivery model that demonstrates value for money and embeds a culture of continuous improvement. In doing so, the service will meet the Council's Vision.

There is a tremendous amount of change taking place across the Council and within StreetSmart as we continue to respond to increasing demand and diminishing resources.

The purpose of this role is to maintain a high standard of cleanliness within the Borough of Swindon.

Key Accountabilities

1. Drive and be responsible for allocated vehicles. Duties will include vehicle checks and required maintenance and cleaning.
2. Either individually, or as a team member, carry out duties concerned with the sweeping, collection, removal and disposal of litter, fly tipping, emptying of bins, leaves etc from public spaces and council buildings as and when identified (including roads, pavements and shopping areas) to meet service area levels of cleanliness, deadlines and targets.

3. Operation of a range of vehicles, tools, materials and equipment for which appropriate training will be provided.
4. Undertake the removal of fly tipping, locate and report any identifying material to the management team and support the prosecution of fly tipping offenders when required to do so.
5. When required to do so open and close toilets and maintain their cleanliness to agreed standards.
6. Properly complete daily paperwork and return it to the team leader or supervisor on a daily basis.
7. Perform any other duties which can reasonably be accommodated within the grade of this post as may be required by the Service Manager, Supervisor or Team Leader.
8. Report any accident damage, near misses or other incidents to the Team Leader, Supervisor or Service Manager as soon as possible.
9. Trained in the disposal of hypodermic needles.
10. Required to remove dead animals.
11. Sometimes required to clear debris, blood, vomit and faeces and to carry out re-active cleaning associated with anti-social activities such as drug abuse, alcohol abuse, rough sleeping and vandalism etc.
12. Removal of broken glass from the public highway.
13. Learn different routes as required in order to maintain delivery of services and when instructed to do so, train others on routes as required.
14. Removal of graffiti / fly posting from Council structures, buildings and surfaces.
15. Removal / Installation of litter bins.
16. Assist in the application of Road Salt to pedestrian areas of the public highway in periods of ice or snow.
17. At all times ensure the safety and wellbeing of self, colleagues and members of the public.
18. Maintain a high level of self-motivation, moral and discipline.
19. At all times be polite, helpful and informative to members of the public and colleagues.
20. When on duty, be dressed in uniform which is to be kept clean and tidy.

21. Participate in the Council's staff appraisal systems and ensure that any identified personal training needs and/or development are discussed at these.
22. Undertake training relevant to the duties required.
23. Promote equality and diversity best practice in all areas of work.
24. Be committed to working in a manner which does not discriminate against any individual or group regardless of ethnic origin, sexual orientation, disability, age, religion or gender.

This job description is intended as a general guide to the duties of the post and is not inflexible. It may be altered from time to time to reflect the changing needs of the organisation in consultation with the post holder.

Supplementary Accountabilities

1. In accordance with the provisions of the Health & safety at Work etc. Act 1974 and the Management Health & Safety at Work Regulations 1999 you must take reasonable care so as not to endanger yourself or other persons whilst at work. You must also co-operate with the Council to enable it to comply with its statutory duties for health and safety.
2. You must work in accordance with training or instructions given, make proper use of any personal protective equipment, provided and inform your Team Leader, Supervisor or service Manager of any hazardous situations or risks of which you are aware as soon as you become aware of them.
3. You must ensure you undertake responsibilities relating to your position as detailed within your Directorate Health & Safety Policy.

Knowledge & Experience

Candidates must have substantial knowledge and experience in the following areas of business and will be required to provide evidence of this:

Minimum –

- Full Driving Licence
- Experience of working in an outdoor environment
- Understand written and verbal instructions

Preferred –

- Demonstrable experience of working in a similar environment
- Knowledge and experience of cleaning maintenance
- NVQ in street cleaning
- Use and knowledge of high pressure jetting equipment
- Detailed knowledge of graffiti solvents and of their usage and application

- Chapter 8 Signing & Lining
- CAT & Genny

Working Environment –

- Outside & Internal works – prepared to work in all weather conditions
- Hazardous conditions will exist at times

Potential Risks –

- Subject to anti-social behaviour from members of the public who may be aggrieved, aggressive or abusive
- Lone Working

Decision Making

- Make non-critical work based decisions in line with established procedures and guidelines.
- Evaluate suitable equipment, tools and materials for the actions being undertaken
- Make working decision based on Risk assessments and Safe Systems of Work

<p><u>Job Scope</u></p> <p>Number and types of jobs managed</p>	<p>Assets: £25,000 (Vehicles) Up to £100,000 (Mechanical Sweepers)</p>
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Contacts and Relationships

- Verbal contact with Council employees and members of the public

Creativity and Innovation

- To suggest any improvements or alternate means for delivery of services – including the better use of labour, transport and materials etc
- Challenge procedures and suggest alternatives

Values & Behaviours

We strive to underpin our culture of being ‘At our Best’ through strong management and authentic leadership. This means getting the management basics right. We own and demonstrate accountability, both individually and collectively, and aim to get things right first time. Building on this we also expect everyone at SBC to demonstrate and live our organisational values and behaviours, by displaying:

- Accountability at all levels
- Customer care and pride in what we do
- Continuous learning and evaluation
- Valuing one another and the contribution each of us makes

Employee Signature:	Print Name:
Date:	
Line Managers Signature:	Print Name:
Date:	