

<b>Job Title:</b> Seasonal Winter Maintenance Operative	<b>Role Profile Number:</b> OPN90
<b>Grade: M</b> <b>Salary:</b> £135 pw call out when rota's on £90 per shift (under review) and £15.65 per hour after 4.5 hours	<b>Date Prepared:</b> September 2020
<b>Directorate/Group:</b> Operations – Highway Operations	<b>Reporting to: Delivery Manager</b>
<b>Structure Chart attached:</b>	

**Job Purpose**

To work as part of a team to deliver a seasonally-based best value, customer-focussed service throughout Swindon. You will during winter months, provide precautionary night salting treatments to ensure safe passage along the highway.

Activities included in this job specification are: Winter Service Gritting; Snow Clearance; Flood Prevention Other LGV driving relating to winter service.

**Key Accountabilities**

To work seasonally as part of a team to applying precautionary salt treatments to the network, and assisting other activities where driving skills are required, in all cases following safe working procedures in accordance with the Traffic and Construction Regulations for site and members of the public.

The list below is indicative of the types of work, but is not exhaustive:

- Drive/operate specialist plant to perform winter treatments using spreaders, fixed and de-mountable gritters
- Precautionary winter salting and snow clearance
- Carry out daily routine maintenance to appropriate vehicle and plant, complying with relevant legislation (e.g driver's hours regulations, European Drivers Regulations, safe loads and weights) to ensure safe and continued use.

**Supplementary Accountabilities**

- To take part, on request, in a Standby rota to assist in emergency situations in order to

provide out of hours cover, receiving instruction to attend sites and making the area safe prior to permanent solutions being put in place

- To comply with all Health and Safety legislation, Traffic Management requirements and Operational Highways safety and quality procedures to ensure personal safety and that of colleagues and the general public. To comply with all Quality Management Systems, quality procedures and working practices.
- To maintain training records in accordance with the requirements of the personal development process
- To comply with all authority and departmental policies, management systems, procedures and working practices (especially in relation to Health and Safety procedures)
- To comply with risk assessments and safe working practices, ensuring a safe working environment, having regard to statutory requirements such as Health and Safety, COSHH Regulations and Driver's Hours Regulations.
- To offer advice and guidance to less experienced operatives when working together in a mature manner to help them increase their skills and knowledge.

### **Knowledge & Experience**

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

- Able to take measurements and calculate quantities e.g. areas, volumes and weights
- Use of information technology (eg personal computer, PDS, mobile phones etc) in a work-related context
- Legislation including driver's hours, PPE and manual handling

### **Qualifications**

- City & Guilds 6159 Winter Service Operations
- Valid driving licence
- Valid Large Goods Vehicle Licence and CPC Trained with current DQC Card

### **Decision Making**

- Able to use own initiative in planning and prioritising
- Constructively challenges poor performance and/or behaviour
- Ability to remain calm & positive in challenging circumstances

### **Creativity and Innovation**

- Driving and working in adverse weather conditions
- Core communication skills both written and verbal
- Takes responsibility for own health and wellbeing, actively seeking ways in which to minimise illness and injury in order to avoid absence
- If there is a requirement to drive any work's vehicle, then the post holder must comply with the Driver's Handbook

- An understanding of, and commitment to Equal Opportunities, and the ability to apply this to all situations.
- Must be able to perform all duties and tasks with reasonable adjustment, where appropriate, in accordance with the provisions of the Equality Act 2010

<p><b><u>Job Scope</u></b></p> <p><b>Number and types of jobs managed</b></p> <ul style="list-style-type: none"> <li>• Loading and unloading of vehicles</li> <li>• Vehicle checks in accordance with requirements of the Council</li> <li>• </li> </ul> <p><b>Typical tasks supervised/allocated to others</b></p> <ul style="list-style-type: none"> <li>• None</li> </ul>	<p><b>Budget Holder</b></p> <p><b>Responsibility</b></p> <p><b>Asset Responsibility:</b></p>	<p>No</p> <p>None</p> <p>Gritting lorry</p>
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**Contacts and Relationships**

*(how the role relates to the work of others i.e. officers, groups, committees, general public, members, partner organisations, internal and external contacts of the council)*

- Understands the standards of behaviour expected of staff under the County Council’s Code of Conduct.
- Able and willing to work with everyone in the team

**Values and 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

**Other Key Features of the role**

*(working environment / emotional / conditions i.e. regular outside work, unpleasant or hazardous conditions, practical demands such as standing, carrying or working in constrained positions, potential verbal abuse and aggression from people, or risk of injury).*

- Working during the night in poor weather for up to 12 hours at a time, making journeys with poor visibility.

<b>Employee Signature:</b>	<b>Print Name:</b>
<b>Date:</b>	
<b>Line Managers Signature:</b>	<b>Print Name::</b>
<b>Date:</b>	