

JOB DESCRIPTION

JOB TITLE:	Town Centre Cleansing Operative (Full Time)
PLACE OF WORK:	Ross-on-Wye
GRADE/ SPINAL COLUMN POINT:	SCP 2 (£11.62 per hour)
HOURS OF WORK:	37 hours per week Tue to Sat
REPORTS TO:	Operations Manager

Main Purpose of the Job

To provide some of the most important services that impact directly on how people perceive the town and its cleanliness. A regular shift pattern to support the Town Centre & Market, Saturday working is required to accommodate the needs of the service, and ensure the effective delivery of a wide range of streetscene and cleansing related activities on land and buildings owned and maintained by the Town Council. The post holder will be required to work at various locations within the town. The ability to work on your own initiative without supervision is essential. The job is outdoors based and involves a lot of walking so the successful applicant must be physically fit. The purpose of the role is to complement the existing street cleansing regime and to keep the town centre and green spaces tidy and free from litter.

A driving license is desirable but not essential.

To achieve this the post holder will:

- Ensure that the work they carry out is to the highest standard.
- Assist the Town Clerk to meet the requirements of the Council.
- Contribute to and implement service improvements.

Summary of Responsibilities and Duties of the Job

(not in any order of significance)

- Empty litter bins
- Carry out litter picking to open spaces, verges, and hard surfaces
- Sweep hard surfaces as required
- Report sharps as necessary in accordance with the safe working practice
- Remove weeds manually from kerbs and base of buildings, street furniture etc.
- Maintain a weekly record of areas covered, cleaning carried out and problem areas found
- Assist in setting up and taking down gazebos / tables / chairs at the Thurs & Sat markets

Expectations of this Role

- Maintain Safe Working Practices for self and others in accordance with the Council's Safe Working Practices and Health and Safety Policy
- Comply with the relevant legislation in relation to Health and Safety
- Carry out your role in a polite, friendly, approachable, and professional manner at all times
- Be able to work as part of a small team and to perform designated tasks accurately and efficiently
- Be able to work independently using your own initiative
- Availability to work weekends and bank holidays
- Undertake any training that is required to carry out your role safely and effectively
- Be willing to abide by the principles and practices of Equal Opportunities as laid down within the Council's Equal Opportunities Policy.
- Good level of physical fitness

External and Internal Contacts

Councillors, customers, contractors, suppliers, members of the public, other staff and partner agencies.

Working Environment

On-site / Outside

Health and Safety at Work

Ross-on-Wye Town Council's Policy, and all relevant Health and Safety at Work Instructions are to be considered as part of this job description.

Data Protection Act 2018

All employees who are involved in the processing or handling of computer data have an obligation to comply with the terms of the Data Protection Act 2018 and the Council's Data Protection Policy.