



Role Profile

CHARGEHAND (Waste Transfer Operations)

Reference No.	G009.02 (2)	Type	Generic
Service	Fife Resource Solutions LLP		
Job Family	Technical 5	Grade	FC5

Purpose

Responsible for assisting in the delivery of Waste Transfer Operations in Environmental Services. Ensuring the efficient and effective transfer of waste between recycling centres, landfill sites, service providers and customers.

The post holder will work in all weather conditions and is expected to work with minimal supervision and accept responsibility for the direction of the work of the team.

Task or Responsibility - For this role, there is an expectation that all, or a combination, of the following will be undertaken:	Person Specification: Skills, Knowledge, Qualifications or Experience - Criteria can apply to more than one task or responsibility	E	D
Driving a range of loading vehicles e.g. load all Caterpillar shovel 930 series.	Current and valid driving licence qualification to operate large loading equipment e.g. caterpillar 930H	✓	
Supervising team members, scheduling work and instructing team members on day to day tasks and workload in accordance with the scheduled programme prepared by, or in conjunction with the Waste Transfer Supervisor. Instructing staff as required on matters relating to their job completion. On occasion acting as duty management cover when the Operations Supervisor is off site.	Supervisory skills Experience in the delivery of waste management services. CMI Level 3 Certificate in Management (or equivalent)	✓	✓ ✓

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Operating a variety of LGV transfer vehicles, which require a C or C+E licence and completing pre operating documentation.	Current and valid category C driving licence Current and valid category C+E driving licence Current and valid CPC operator's licence Current and valid tachograph licence card	✓ ✓ ✓	✓
Contributing to maximising the efficient turnaround and utilisation of all vehicles, plant and equipment, minimising downtime, through effective planning and organisation of team members and service suppliers.	Working knowledge of relevant plant and equipment	✓	
Ensuring all sectors are adequately staffed and operating to ensure business continuity and if required deputising in a position to ensure operational continuity.	Knowledge of Waste and HACCP plan		✓
Assisting in the accurate and timely completion of necessary documentation and reports relating to recording, service supply and operation costs.	IT skills (Embrace technology and information - See 'How We Work Matters' Framework)	✓	
Assisting with the requisition of consumables and monitoring levels.	Numeracy and literacy skills	✓	
Assisting in ensuring that operational facilities and resources are managed in accordance with the Service requirements with reference to health and safety and security, including testing and monitoring of equipment.	Knowledge and compliance with Health and Safety, and risk assessments (Take ownership)	✓	
Ensuring that employees are provided with appropriate PPE required to carry out their duties in a safe, efficient and effective manner.	Ability to provide a regular and effective service	✓	
Assisting in the review of practices and procedures to bring about improved service delivery, customer satisfaction and more effective use of resources.	Customer service skills (Focus on customers)	✓	

E = Essential Criteria D = Desirable Criteria

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Assisting with the loading, unloading and sorting of materials as part of the operation.	Team working (Work together)	✓	
Opening and closing facilities and undertaking associated key holder responsibilities.	Ability to work flexibly carrying out duties on a variety of locations while participating in an operational roster	✓	
Ensuring adherence with instructions received relating to compliance with the operational plan.	Ability to respond to and deal with changing priorities (Deliver results)		✓
Undertaking all other duties as required for the role. Duties will be in line with the grade.			

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Additional tasks or responsibilities – this is a generic role, however this particular job may also require you to undertake the following:

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E

D

Driver LGV – Category C+E Licence

Driving a range of large articulated vehicles over a variety of terrain.

Current and valid category C+E driving licence

✓

Type of Protection of Vulnerable Groups Scheme (PVG Scheme) or Disclosure Check required

Type of Protection of Vulnerable Groups (PVG) or other Disclosure check (choose only one).

PVG Children

PVG Protected Adults

PVG Both

None

Basic Disclosure

Standard Disclosure

Enhanced Disclosure

Additional Information – the following information is available:

- Skills Framework (if applicable)
- **How** we work matters

Expected Behaviours – It is essential that you display the following behaviours as they are expected of all our employees:

- Take Ownership
- Focus on Customers
- Work Together
- Embrace Technology & Information
- Deliver Results