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|  | | | | JOB DESCRIPTION | | | | | Form JD1 |
| JOB TITLE: City Centre Cleansing Operative | | | | | POST NUMBER: 1100DDN | | | | |
| **REPORTS TO** (Job Title): | | | | | ZONE SUPERVISOR | | | | |
| **DEPARTMENT:** Public Realm | | | | | GRADE: 5 | | | | |
| **JE REF:** | | | 3410 B00679 | | PANEL DATE: | | | 290414 | |
| **1.** | **MAIN PURPOSE OF JOB**   * To provide a regular reliable and efficient Street Cleansing service to the residents, businesses and visitors to the City Centre and Newgate Market. * Ensuring and maintaining cleansing standards in line with agreed internal and external performance indicators. * Ensure that you provide a service that is both responsive and customer focused and linked to the needs of the local community. * Take responsibility for the Health, Safety and Welfare of yourself, other employees and members of the public in accordance with legislation and the Council’s Safety Policy and Programme. * Maintain an acceptable image and promote a culture that promotes the positive and professional face of the City of York Council. * Ensure a flexible approach to operations which can respond to the changing needs of the service. | | | | | | | | |
| **2.** | **CORE RESPONSIBILITIES, TASKS & DUTIES:** | | | | | | | | |
|  | i. | Ensure the completion of all scheduled daily work. | | | | | | | |
|  | ii. | Report any unresolved scheduled work, issues or problem areas affecting the service to the Supervisor and or Operations Manager. | | | | | | | |
|  | iii. | To sweep and de-litter allocated areas, in all weather conditions, as per agreed frequency as scheduled, using both mechanical and manual (barrow, brush, scoop) methods. | | | | | | | |
|  | iv. | To wash down pavements, roadways and street furniture using mechanical and manual methods. | | | | | | | |
|  | v. | Empty litter bins. | | | | | | | |
|  | vi. | Use baler and compactor for cardboard and other market waste. | | | | | | | |
|  | vii. | To ensure that all damaged street furniture including litter bins, seats etc. are reported to the relevant party. | | | | | | | |
|  | viii. | Remove graffiti and fly posters from street furniture using mechanical or manual methods. | | | | | | | |
|  | ix. | Respond to non-scheduled work requests from Supervisors and or Operations Manager. | | | | | | | |
|  | x. | Participate in team and zone meetings to discuss and contribute to improving the service and standards in the city centre. | | | | | | | |
|  | xi. | Give directions and advice to members of the public. | | | | | | | |
|  | xii | Removal/replacement of traffic bollards. | | | | | | | |
| **3.** | **SUPERVISION / MANAGEMENT OF PEOPLE**  No. reporting - | | | | | | | | |
| Direct: None | | | | | Indirect: None | | | |
| **4.** | **CREATIVITY & INNOVATION**  Work carried out to Daily/weekly schedules, but needs occasional creative skills to deal with routine problems. | | | | | | | | |
| **5.** | **CONTACTS & RELATIONSHIPS**  Members of the Public & Businesses  Emergency Services – Police, PCO’s  Other Council Staff  Contacts are normally based around the normal routines, involving information on non contentious subjects | | | | | | | | |
| **6.** | **DECISIONS – discretion & consequences**  Discretion as to whether or not to sweep/wash streets/areas based on knowledge and training provided in Industry Standards such as BVPI 199.  Consequences are short term service responses to complaints. | | | | | | | | |
| **7.** | **RESOURCES – financial & equipment**  *(Not budget, and not including desktop equipment.)*  Description  Responsibility for maintenance and upkeep of a range of cleansing equipment, the value will depend on the task been undertaken. | | | | | | Value  £70k | | |
| **8.** | **WORK ENVIRONMENT – work demands, physical demands, working conditions & work context** **Work demands** Work is of a routine nature, subject to minor changes at times **Physical demands** Walking long distances & pushing a barrow for extended periods.  Driving mechanical sweepers/washers for extended periods  Use of a range of pedestrian controlled mechanical equipment for extended periods of time.  Lifting/moving ‘heavy’ items **Working conditions** Working outdoors in all weathers all of the time.  Daily contact with dirt, dust and traffic noise **Work context** Lone working forextended periods  Issued with mobile phone and relevant PPE | | | | | | | | |
| **9.** | **KNOWLEDGE & SKILLS**  Knowledge of Industry standards such as BVPI 199.  Knowledge of the Health & Safety practices.  Safe use of a range of cleansing equipment.  Safe use of waste compactor and cardboard baler.  Customer Care  Communication skills  Manual Handling  Full Driving License | | | | | | | | |
| **10.** | **Position of Job in Organisation Structure**   |  | | --- | | Job Reports to:  Zone Supervisor |  |  |  |  | | --- | --- | --- | | THIS JOB  City Centre Cleansing Operative. |  | Other jobs at this level:  General NPS Operative |  |  | | --- | | Jobs reporting up to this one:  None | | | | | | | | | |