POSITION DESCRIPTION
Waste Services Operative

Directorate:	City Presentation	**Department:**	Cleansing & Waste		
Position Grade:	8	**Reports to:**	Coordinator, Cleansing & Waste		
Last review:	September 2024	**Next review:**	September 2026	**Version No.:**	1.0

Position purpose:

To maintain the cleanliness of the Liverpool local government Area by removing waste, recycling, litter, bin servicing and to carry out other works as directed by supervisors in a cost effective , time effective manner to a high-quality standard within the scope of skills and competencies.

Key accountabilities/responsibilities:

Responsible for:

1) Carrying out works in a safe manner by ensuring compliance with the Work health and safety Act 2011 (WHS Act), roads and Maritime (RMS) rules and regulations, Councils safety policies and procedures and relevant industry codes of practice.
2) Working within a team environment plan and carry out all works within the skills and competencies of the position in an effective and efficient manner.

   Works may include but not limited to:

   a) Operation of plant and equipment associated with the management and collection of waste
   b) Collection and disposal of all household, kerbside collections
   c) Collection and disposal of litter, general and recyclable waste
   d) Collection and disposal of dead animals
   e) Traffic management including the installation and operation of traffic control devices (Traffic Controller)
   f) General maintenance and cleaning of plant and equipment (greasing/check levels/safety inspections and wash trucks/clean cabins
3) Ensuring that all relevant documentation including daily work sheets and vehicle inspection sheets is completed accurately and submitted on time
4) Actively participating in corporate and team training and discussions such as toolbox talks and to identify and discuss opportunities to improve the safety, quality and efficiency of the team.
5) Ensuring that all vehicles, plant and equipment under his/her control are kept in serviceable and safe condition, all daily inspections are carried out and documented, all faults and issues are identified to the supervisor, vehicles are to be regularly cleaned inside and outside.
6) Carrying out all required works in a professional manner which portrays a clean and tidy operation to the public and other sections of Council.
7) Cooperating in resolving complaints and queries as they relate to council.
8) Reporting and making safe any hazardous issues to the supervisor or responsible officer in a timely manner
9) Helping to create an environment that encourages team development and actively participate by communicating and sharing skills and knowledge with colleagues.
10) Ensuring that relevant licences are current and to notify your coordinator of any pending action that may result in a loss of licence
11) Carrying out other tasks and duties as directed by the coordinator within the skills and competencies of that position in an effective and efficient manner.
12) Follow Council's policies and procedures when carrying out work to ensure risks are managed. Report all

incidents, risks and issues to Management on a timely manner.

Decisions made in the position:

1) Decisions made in line with Council Policy and procedures
2) Completion of work requests within scheduled timeframes
3) Completion of schedules tasks within scheduled timeframes

Decisions referred:

1) Tasks outside the scope of the position

Key issues/challenges:

1) To minimise and work towards no lost time due to injury by carrying out work in a safe manner and ensuring compliance with the WHS Act, RMS rules and regulations, Council Safety policies and procedures and in accordance with relevant industry codes of practice.
2) Providing a high-quality timely service with limited resources
3) Highly effective teamwork
4) To meet or exceed customer guarantees whilst providing excellent customer service
5) Minimised downtime and maximised life of plant and equipment through effective use, care, reporting and cleaning
6) Maximise the cost effectiveness of the team through efficient use of materials and staff

Key working relationships:

- Coordinator Cleansing & Waste
- Waste Management Coordinator
- Team members, Cleansing & waste
- Coordinators within Parks and Civil
- Coordinator Parks & Cleansing
- Customer Liaison officers
- Manager Civil Maintenance
- Coordinator Mechanical Workshop

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POSITION SPECIFICATION

Whilst the criteria described below is indicative of the nature of this role, for the purpose of this hiring process please only address the selection criteria listed in the job application.

ESSENTIAL CRITERIA

Qualifications/Licences

- HR drivers Licence
- General Construction WHS Induction Card (White Card)
- Implement Traffic control and Implement Traffic control plans tickets (or working towards obtaining before start date)

Experience

- General truck driving experience within residential areas
- Operation of small plant and equipment (i.e. blowers, lifters, sweepers)
- Demonstrated experience working as part of a team
- Experience in waste removal

Knowledge and Skills

- Knowledge of Work Health and Safety practices, the principles of Equal Employment Opportunity, ethical practice and multi-cultural diversity
- Demonstrated written and oral communication skills
- Manual handling skills
- Knowledge of general vehicle maintenance
- Ability to assess safety issues and to take appropriate action
- Demonstrated tolerance and understanding of cultural diversity within the workplace and the community
- Flexible attitude towards responsibilities and hours of work.

DESIRABLE CRITERIA

Qualifications/Licences/Experience/Knowledge and Skills

- Experience in the operation of Street sweeper, Rear end Load garbage compactor, Hi-Ab and Backhoe and or loader
- Experience in waste and recycling removal and disposal.

LIVERPOOL CITY COUNCIL

LIVERPOOL THE GREAT SOUTH WEST

Our vision:

Aspiring to do great things – for ourselves, our community and our growing city.

Our values:

Ambitious

Authentic

Collaborative

Courageous

Decisive

Generous