



## **Job Description**

<b>Job Title:</b>	Cleansing Operative
<b>Directorate:</b>	Place, Growth and Prosperity
<b>Section:</b>	Cleansing
<b>Grade</b>	Level 3

### **POST OBJECTIVE**

To assist the cleansing team to deliver a high quality, efficient and effective street cleansing service with associated functions in accordance with instructions and agreed procedures.

### **DUTIES AND RESPONSIBILITIES**

1. To undertake general cleansing work within the City of Stoke-on-Trent.
2. To participate in a PAR interview.
3. To collect and remove litter, detritus, fly tipping, dog fouling, leaves, weeds and any other wastes as instructed.
4. To open/close and clean City Council changing rooms, recreational pavilions and public toilets.
5. To empty litter and dog fouling bins as required.
6. To remove unauthorised signage from City Council street furniture.
7. To report incidents of fly tipping or waste arisings too large to attend to as part of a normal street cleansing duties to the line manager.
8. To strictly adhere to all relevant Health and Safety legislation, Safe Working Practices and Council Procedures.
9. To complete any paperwork in accordance with Departmental or Statutory requirements.
10. To undertake any other duties appropriate to the post.

# Person Specification



**Job Title:** Cleansing Operative  
**Directorate:** Place, Growth and Prosperity  
**Section:** Cleansing

**Minimum Essential Requirements** - Evidenced by: **a:** application form **b:** test **c:** interview

	<b>a</b>	<b>b</b>	<b>c</b>
Ability to demonstrate enthusiasm and commitment for the job			✓
Ability to carry out work to the highest quality			✓
Ability to complete all relevant paper work	✓		
Ability to work as a member of a team	✓		✓
Be physically fit	✓		✓
Ability in using a range of hand tools	✓		✓
Be prepared to undertake any training relevant to the post			✓



## Conditions of Service

<b>Job Title:</b>	Cleansing Operative
<b>Directorate:</b>	Place, Growth and Prosperity
<b>Section:</b>	Street care and Greenspace
<b>Grade:</b>	Level 3

**PLEASE NOTE THIS IS CASUAL WORK** therefore the City Council are under no obligation to provide work, likewise the Worker will be under no obligation to take up the offer of work.

**Working Hours:** Hours will be as and when required.

**Annual Leave Entitlement:** You will accrue 1 hour's paid annual leave for every 8.31 hours worked, which you should take at times you are not working. You may receive a payment in lieu of any outstanding holiday should you inform the Council you no longer wish to be considered for casual work.

**Sickness Absence:** There is no entitlement to Occupational Sick pay. There may be an entitlement to Statutory Sick Pay if the total of the 8 weeks pay prior to the first day of absence, when divided by 8 is liable to National Insurance. Details are available from the Payroll Section. If you are unable to attend for work due to sickness, please contact the Line Manager you would have been working for on or before your scheduled starting time.

**Notice Period:** As work is not guaranteed, notice is not required from either party. However, if you no longer wish to be offered available work, please let the Department know.

**Equal Opportunities Monitoring:** New entrants must provide details of ethnicity and disability for the starter forms to enable the city council to monitor its progress towards being an equal opportunities employer.

**Medical Examination:** Your employment is subject to the council's medical adviser giving medical clearance. Initially, this will take the form of a medical questionnaire.

**Clothing and Uniforms:** You must wear protective clothing/uniforms that may be issued to you.

**Rehabilitation of Offenders Act:** The post is subject to the Exceptions Order of the Rehabilitation of Offenders Act 1974 and if you are shortlisted you must disclose any criminal convictions, bindovers or cautions received, which are not spent.

**Asylum and Immigration:** According to the Immigration, Asylum, Nationality Act 2006 you must (if appointed) provide proof of current and valid permission to be in the United Kingdom, and valid permission to do the type of work offered.

Your continuing employment is subject to you having leave to remain and work in the United Kingdom by having a valid work permit. Should your work permit fail to be renewed at a future date, the authority would have to terminate your contract with immediate effect.

**Trade Unions:** As your employer, we support the system of collective bargaining in every way and believe in the principal of solving industrial relations problems by discussion and agreement. For practical purposes, this can only be conducted by representatives of the employers and of the employees. If collective bargaining of this kind is to continue and improve for the benefit of both, it is

essential that the employee's organisations should be fully representative. Therefore, it is recommended that employees become a member of a trade union represented on the relevant national joint council.

A full list of the trade unions appropriate to the type and nature of employment is available from HR Business Management.

**Other Conditions of Service:** Any other conditions of service are as per the Scheme of Conditions of the National Joint Council for Local Authorities Services as amended by decisions, rules and regulations of the City Council.