

The **acc** Liverpool Group

# THE ACC LIVERPOOL GROUP

## Job Description & Role Profile



Operations and VM

# Waste Operative

**REPORTS TO: Cleaning and Waste Manager**

**DIRECT REPORTS: N/A**

## JOB PURPOSE

To work with the waste supervisor to ensure the safe and efficient management of waste throughout the ACC Liverpool campus.

To ensure all external areas and loading bays are maintained to the highest possible standard.

## MAIN DUTIES AND RESPONSIBILITIES

- To deliver the operational elements of the ACC Liverpool waste strategy, by collecting, sorting and correctly disposing of all waste across the campus, including both event and non-event waste.
- To safely transport waste around the campus in accordance with all relevant risk assessments and SOPs.
- To maintain accurate event waste data records to feed into the energy impact statements.
- To maintain the external areas of the campus well maintained and presentable.
- To ensure all equipment is used in a safe manner, adhering to all necessary risk assessments and SOPs.
- Perform regular stocktakes on all consumables items as instructed by the waste supervisor or Cleaning and Waste Manager.
- To maintain all waste areas to the highest possible standard.
- Ensure compliance by wearing correct PPE at all times.
- To work in accordance with all COSHH regulations.

## GENERAL

- To contribute to the success of our One Team culture to deliver our aims and objectives, maintaining a flexible and positive attitude.
- To adhere to The ACC Liverpool Group's Health and Safety policies and procedures and to observe a duty of care to all visitors, staff and contractors to ACC Liverpool.
- To undertake any other duty commensurate with this post as determined by your manager.
- This job description is not intended to be either prescriptive or exhaustive; it is issued as a framework to outline the main areas of responsibility at the time of writing.
- It is inevitable over time that the emphasis of this job will change, therefore this information will be periodically reviewed, revised and updated involving the post holder.

## ROLE PROFILE

| ATTRIBUTES                               | DESCRIPTION   | ESSENTIAL/<br>DESIRABLE                          | HOW<br>MEASURED |
|--|---|--|-----------------|
| <b>TRAINING &amp;<br/>QUALIFICATIONS</b> | Licence for Forklift<br>Manual handling certificate<br>COSHH Awareness<br>Banksman training | Desirable<br>Desirable<br>Desirable<br>Desirable | I A             |
| <b>EXPERIENCE</b>                        | Demonstrable experience of sector workings<br>Demonstrable experience of waste management   | Desirable<br>Desirable                           | I A             |
| <b>SKILLS &amp;<br/>KNOWLEDGE</b>        | Understanding of health and safety  | Essential  | I A             |
| <b>KEY ATTRIBUTES</b>                    | Pragmatic<br>Resilience<br>Confidence   | Desirable<br>Essential<br>Desirable              | I A             |

**Key for How Measured:**

I - Interview

P - Presentation

A - Application

E - Exercise

T - Test

AC - Assessment Centre

CS - Case Study

Signed by Employee:

Date:

Signed by Line Manager

Date