



Lyme Regis Town Council

Job Description

Job Title	Cleansing operative	Grade	SCP 3 to 5 £24,796 - £25,583 (plus a supplement of 60p per hour to achieve the Real Living Wage)
Section	External works	Hours	<ul style="list-style-type: none">• November to February – 27 hours per week• March, April, September and October – 37 hours per week• May to August – 47 hours per week
Reporting To	Operations manager	Working Pattern	<ul style="list-style-type: none">• November to February – Friday to Monday, 6.45am to 2pm• March, April, September and October – Thursday to Monday, 6.30am to 2.30pm• May to August – Every day except Tuesday, 6am to 2.30pm

Job Purpose

- To keep the parks, open spaces and other areas maintained by Lyme Regis Town Council clean and clear of litter.
- To undertake other duties commensurate with the post.

Main Duties

- To carry out manual sweeping and litter picking and the emptying of waste bins and other cleaning tasks in accordance with the schedule/programme.
- To notify the operations manager of any faults or vandalism to any street work or furniture or equipment immediately they are discovered and to assist in any remedial activities as directed.
- To collect and remove waste (litter, leaf fall and dog faeces) daily in an effective and safe manner.
- General caretaking
- Low-level maintenance
- To report any unauthorised activities to the police or town council offices.
- To attend appropriate training courses as required.

Dimensions

- Responsible for the safe keeping and good condition of hand tools and other equipment provided.

Supervision and Work Planning

- The post holder is responsible to the operations manager and will work according to an agreed schedule/work programme.

Contacts

- The public
- Other council staff
- Contractors and organisations working with and alongside Lyme Regis Town Council
- Emergency services

Knowledge, Experience And Training

- Practical common sense and an ability to work on own initiative.

Physical Effort And/Or Strain

- Some physical effort and strain are involved in carrying out the litter-picking and cleansing duties.

Working Environment

- Working in inclement weather conditions
- Dealing with unpleasant or dangerous waste.

Equipment

- Shovel, brush and litter picker.
- Personal and protective equipment will be provided as necessary.

General

- This job description only contains the principal accountabilities relating to this post and does not describe in detail all the tasks required to carry them out.
- Duties may vary from time to time without changing the character of the post or the level of responsibility.

Special Notes Or Conditions

- The post holder will be required to work on both Saturday and Sunday and any Bank Holidays.
- The post holder will be required, at the direction of the line manager, to adopt a different work pattern appropriate to the seasonal variations in the workload.