

## Post: Seasonal General Labourer (Transport)

- Salary/Grade: Grade 4 – £17,972 per annum fixed, pro rata
- Fixed Term/Perm/Temp/Casual: Temporary (March to October)
- Hours: 37 hours x 30 weeks
- Location: Various Council establishments
- Closing Date: 22<sup>nd</sup> February 2019
- Interview Date: To be confirmed

## Job Details and Requirements

The Council is seeking to recruit a Transport Seasonal General Labourer on a temporary contract working in the Council's Grounds Transport service team:

- 1 No. Seasonal General Labourer (Transport) 30 weeks x 37 hours

The successful applicant will be required to operate primarily for depot facilities at Eckington and Doe Lea, but must be prepared to work at any operating facility as required.

Duties and experience include:

- Experience and knowledge in the use of light powered plant and equipment and/or mechanical lifting equipment.
- Ability to sustain high levels of physical output and performance.
- Knowledge and experience of safe working systems of work
- Hold a full valid driving license (Categories: B+E).

## Contact Details

For an informal chat regarding this vacancy please contact, Brian Onion, Transport Supervisor, on (01246) 217275 or email [brian.onion@ne-derbyshire.gov.uk](mailto:brian.onion@ne-derbyshire.gov.uk)

## Application Pack

If you are interested in this post please go to the Jobs page on the NEDDC website.

Our preferred method of application is online and **CV's will not be accepted**.

Alternatively, if you do not have access to the internet, you can:

- Telephone the NEDDC Contact Centre on 01246 217640
- Email [humanresources.bdc&neddc@ne-derbyshire.gov.uk](mailto:humanresources.bdc&neddc@ne-derbyshire.gov.uk)

Please return completed application form to HR & OD Shared Service, District Council Offices, 2013 Mill Lane, Wingerworth, Chesterfield, Derbyshire, S42 6NG by the advertised closing date.

We are striving for diversity and welcome applications from all sections of the community.

## Job Description

<b>Job title</b>	Seasonal General Labourer (Transport)
<b>Reports to</b>	Transport Supervisor
<b>Direct reports</b>	
<b>Grade</b>	Scp 13 Fixed Point
<b>Salary range</b>	£16,191

### Job purpose

To assist in the vehicle and machinery maintenance operations and carry out general labouring duties within the Transport workshop service.

### Duties and responsibilities

1. Collecting and cleaning vehicles and plant and equipment as directed.
2. Assisting vehicle fitters in the repair of vehicles and plant.
3. Assisting higher graded employees as part of a performance related team activity.
4. Cleaning of Transport depot environment using both manual and mechanical methods.
5. Other general labouring duties as directed.
6. Such other duties commensurate with the grading of the post as may from time to time be required.

### Working conditions

### Physical requirements

Ability to sustain high levels of physical output and performance over prolonged periods.

### Corporate Duties and Responsibilities

To familiarise yourself with the principles of, and key Council documents and policies relating to:

- Health and Safety at Work.
- Equality and Diversity.

- Data Protection (Employees must at all times abide by the principles of the Data Protection Act 1998 and guidance provided by the Council in the form of policies and procedures).
- Customer Service.
- Community Safety (Section 17 of the Crime and Disorder Act requires the Authority and individual employees to consider how community safety can be improved when the functions of the Authority are exercised).
- Safeguarding Vulnerable Adults
- Child Protection Policy.
- Risk Management.

This job description sets out a summary of the key features of the role. It is not intended to be exhaustive and will be subject to review (on an annual basis).

Any other duties commensurate with the grade as determined by management.

Any job description provided to you by the Council will not form part of your contract of employment.

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<b>Approved by:</b>	S. Brunt
<b>Date approved:</b>	6.2.19
<b>Reviewed:</b>	

## PERSON SPECIFICATION

<b>Post Title:</b> Seasonal General Labourer (Transport)	<b>Section:</b> Transport		
<b>Directorate:</b> Operations			
<b>Knowledge (Essential)</b>	<b>AM</b>	<b>(Desirable)</b>	<b>AM</b>
<ul style="list-style-type: none"> <li>Health and Safety working systems.</li> <li>Light commercial vehicles and plant and their routine daily maintenance and checks.</li> </ul>	a & i a & i	<ul style="list-style-type: none"> <li>Health and Safety systems when working in a workshop environment on or adjacent highways.</li> <li>Operation of small plant and equipment.</li> </ul>	a & i a & i
<b>Qualifications</b>			
<ul style="list-style-type: none"> <li>Valid Full Driving License (categories: B, B+E,)</li> </ul>	a & i		
<b>Experience</b>			
<ul style="list-style-type: none"> <li>Working to fixed work schedules and tight deadlines.</li> <li>Team working environment.</li> </ul>	a & i a & i	<ul style="list-style-type: none"> <li>Maintenance of plant and equipment.</li> </ul>	a & i
<b>Skills</b>			
<ul style="list-style-type: none"> <li>Ability to sustain high levels of physical output and performance over prolonged periods.</li> <li>Ability to understand and work with Pre-programmed Schedules.</li> </ul>	a & i a & i	<ul style="list-style-type: none"> <li>Experience of working in a Transport Service area.</li> </ul>	a & i
<b>Other Requirements:</b>			

**Key to Assessment Methods (AM); (a) application form, (i) interview, (p) presentation, (c) certificate check (o) others**

Equality Act 2010

The ways in which a disabled person meets the criteria for a post must be assessed as they would be after any reasonable adjustments required had been made. In accordance with the Equality Act, candidates will be asked if they have any specific requirements relating to the selections process.

Schedule 9 Part 1.1(1) of the Equality Act also permits targeted recruitment on grounds of Genuine Occupational Requirement.

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