

Job description

Job title: Driver (DWS)

Grade: Level 1 – Dorset Council Grade 4, Level 2 – Dorset Council Grade 5 + 5 LMIs, Level 3 – Dorset Council Grade 6 + 5 LMIs, Level 4 – Dorset Council Grade 6 + 5 LMIs

Job evaluation reference: NE220a,b,c,d

Job family: Natural Environment

Purpose and impact

Level 1 - Drive and be responsible for any DWS allocated vehicles within Category B1 - PLG up to 3.5tonne

Level 2 - Drive and be responsible for any DWS allocated vehicles within Category C1 - 3.5 tonne up to 7.5tonne.

Level 3 - Drive and be responsible for any DWS allocated vehicles within Category C - LGV and below.

Level 4 - Drive and be responsible for any DWS allocated vehicle within Category C+E - LGV and below

Key responsibilities

1. **Level 1** - Drive a cleansing/collection- delivery PLG (Private Light Goods) vehicle up to 3.5 tonne for which correct licence is held, in a safe and responsible manner.
Level 2 - Drive a cleansing/refuse/recycling collection vehicle size 7.5 tonne (Category C1) and any other allocated DWS vehicle below this size, for which correct licence is held, in a safe and responsible manner.
Level 3 - Drive a cleaning/refuse/recycling collection HGV vehicle (Category C) and any other allocated DWS vehicle below this size, for which correct licence is held, in a safe and responsible manner.
Level 4 - Drive a bulk haulage vehicle or any other large vehicle and trailer combination (Category C+E) or any vehicle below this size for which the correct licence is held in a safe and responsible manner.
2. Responsible for the security and safety of the vehicle on site, on the road and in the depot.
3. Responsible for daily vehicle checks, ensuring the vehicle is mechanically operational and roadworthy. Completion of relevant statutory paperwork.
4. Responsible for cleanliness of vehicle.
5. Assist Loaders with collecting and recycling when not driving.
6. To liaise with the Public in a professional and helpful manner, ensuring queries or complaints are resolved promptly whilst promoting DWS core values.
7. To comply fully with Health and Safety guidelines, ensuring safe working practices.
8. Any other reasonable and comparable duties as required.



NB: The duties and responsibilities of this post are not restrictive, and the post holder may be required on occasion to undertake other duties. This will not substantially change the nature of the post.

Supervision and management

Reporting to: Operations Supervisor

Responsibility for: Direct responsibility for the health and safety and supervision of vehicle crew

Other factors

9. The Post holder will be responsible for the PPE as supplied.
10. Routine checks and cleaning of vehicles.
11. Responsible for the security and safety of the vehicle on site, on the road and in the depot.
12. This is an outdoor and vehicle-based role. Exposure to all weather conditions, traffic conditions, hazards connected to exposure to dirt, dust and noise. Will involve handling of chemicals and contact with unknown substances and materials.
13. Contact with the public with risk of challenge or abusive behaviour.
14. The post requires driving throughout the day, working extended periods of concentration needing a full awareness of the immediate environment. Occasion walking, standing, bending and lifting will be required.

Our values

Our values act as guiding principles, defining what we believe is important in the ways we work together. Our values are Respect, Together, Accountability, Openness and Curiosity. Full details can be found on our website.



Person specification

Applicants will be shortlisted based on demonstrating that they fulfil the following criteria in their application form and should include clear examples of how they meet these criteria. You will be assessed in some or all the specific areas over the course of the selection process.

Essential

Essential criteria are the minimum requirement for the above post.

| Qualifications / training / registrations | Assessed through: |
|--|--------------------------|
| Required by law, and/or essential to the performance of the role | |
| 1. A good standard of secondary education | Application form |
| 2. Level 1 - Category B1 driving licence (Up to 3.5 Tonne) Level 2 - Category C1 driving licence (3.5 – 7.5 Tonne) Level 3 - Category C driving licence (LGV) Level 4 - Category C+E driving licence (LGV) | Application form |
| At levels 2, 3 & 4 | |
| 3. Certificate of Professional Competence in Driving (renewable every 5 years) | Application form |
| Experience | |
| 4. Level 1 – Previous Commercial 3.5 Tonne driving role. Level 2 – Previous Commercial LGV driving role Level 3 – Previous Commercial LGV driving experience | Application form |
| 5. Experience of working to clearly defined schedules within prescribed criteria | Application form |
| 6. Experience of working in a customer focussed environment | Application form |
| Skills, abilities & knowledge | |
| 7. Reasonable knowledge and experience within area of responsibility | Interview Assessment |
| 8. Knowledge of relevant standards, and techniques | Interview Assessment |
| 9. Knowledge of health and safety and/or other regulations including CNEA 2005 | Interview Assessment |
| 10. Working knowledge of driving related vehicle maintenance | Interview Assessment |
| 11. Good communications skills | Interview Assessment |
| 12. Systematic and well organised | Interview Assessment |
| 13. Ability to lead a team | Interview Assessment |
| 14. Prepared to work in all weather conditions | Interview Assessment |
| 15. Willingness to work out of hours in emergency circumstances | Interview Assessment |
| Our values | |
| 16. Respect | Interview Assessment |
| 17. Together | Interview Assessment |
| 18. Accountability | Interview Assessment |
| 19. Openness | Interview Assessment |
| 20. Curiosity | Interview Assessment |



Desirable

Desirable criteria will only be used in the event of a large number of applicants meeting the minimum essential requirements.

| Qualifications / training / registrations | Assessed through: |
|--|--------------------------|
| 21. First aid | Application form |
| 22. Forklift license | Application form |
| Experience | |
| 23. Experience of working within the Waste collection environment | Application form |
| 24. Experience managing teams in hands-on or practical roles | Application form |
| Skills, abilities & knowledge | |
| 25. Knowledge of Waste/Cleansing industry | Interview Assessment |
| 26. Basic IT awareness and operation of telemetric reporting systems | Interview Assessment |
| 27. Ability to work under own initiative | Interview Assessment |
| 28. Awareness of working within the public domain | Interview Assessment |

| Approval | | | |
|-----------------|--|------|--------------|
| Manager | | Date | January 2025 |

