**Job Description**

**Tanker Driver Operative**

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| **Job Details** |

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| Reporting to: Supervisor  |  | Date: 1st February 2018 |

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| Department: Wet Waste |  | Location: Wokingham |

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| Responsible for: Tanker Driving  |

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| **Job Summary** |

The Tanker Driver Operative is responsible for the removal of waste from client sites.

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| **Key Responsibilities** |

* Driving Company tankers to client sites in a safe manner
* Ensuring prior to emptying of toilets the tankers are in a safe working position
* Maintaining all required paperwork is completed in line with procedures and requirements.
* Ensuring toilets are emptied in a safe working manner and in line with environmental and health and safety regulations
* Ensuring all Tanker operations including the offloading and connecting of pipework, operating all pumps monitoring whole process throughout and resolving any issues which may arise. Overall are duties are in line with H&S requirements
* Inputting information into various IT supporting equipment where necessary
* Any other reasonable task required by the company

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| **Key Skills**  |

* Good oral and written communication skills
* Ability to work to a high level of accuracy with particular attention to detail
* Excellent customer service skills and telephone manner
* Enthusiastic, efficient, well-motivated and a positive attitude
* Ability to organise and prioritise
* Ability to work as part of a small team with limited supervision
* Good product knowledge upon completion of in-house training
* Excellent knowledge of Health & Safety working and be aware that this job is physically demanding with work mainly carried out outside.
* Timekeeping and attendance are essential to maintain customer demands

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| **Health and Safety** |

* To ensure that all personnel, equipment and practices comply with Health and Safety requirements
* To liaise with safety representatives and the Health and Safety department to ensure that Health and Safety initiatives are implemented
* To follow all risk assessments and method statements
* Report all accidents, incidents, and near misses
* To ensure compliance with the full company health and safety policy

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| **Working Environment** |

* To maintain all areas to the highest standards of housekeeping at all times
* To monitor, report and progress all damage to the fabric of the plant and equipment
* To ensure that the equipment is operable and maintained according to the Preventative Maintenance Schedule
* Undertake pre-checks as required for all work equipment
* Deal with any spilt material and product in accordance with spill procedures.

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| **Compliance** |

* To follow all quality, safety and environmental policies
* To ensure compliance to all objectives for continuous improvement
* To complete any paperwork required, either electronically or in paper format and return it to the office.
* To follow written and verbal instructions given; including any written procedures and processes as relevant to your area of operation.
* To attend any training required, and read any information and newsletters issued to you.

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| **Confirmation** |

Please check that the above details are correct and sign below to confirm. Thank You.

**Job Holder:**

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| Name:  |  | Date:  |

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| Signature:  |

**Manager:**

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| Name:  |  | Date:  |

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| Signature:  |