

Job Description and Person Specification

Role: Neighbourhood Operative



Job Description

Job Title	Neighbourhood Operative
Grade	2
Service	Streetpride
Reports to	Daniel Powell
Location	Lower Ford Street Depot
Job Evaluation Code	



About Coventry City Council

Who we are: At Coventry City Council we are dedicated to making a positive difference to the services we deliver to the diverse citizens of Coventry. The work we do improves people's lives – from helping them into work to providing clean and green places to live, to keeping people safe and protected.

As a Coventry City Council employee, you have our ongoing commitment to your growth and development with opportunities to work across multiple service areas including customer contact, public health prevention and education and skills, adults and children's services and provide support for the most vulnerable.

Our aim is simple – to be globally connected, locally committed, deliver our priorities with fewer resources whilst effectively managing our performance and measuring our progress.

Our Values: We expect everyone who works for us to be committed to our One Coventry values and to share our commitment to becoming a more diverse and inclusive organisation:



About the Service your team will provide

Purpose of the role

. Within a specified neighbourhood of the City, maintain and improve the cleanliness of streets and public spaces on a day to day basis ensuring that service standards are met at all times.

Main Duties & Key Accountabilities

Core Knowledge

1. Sweep, collect and remove litter, debris, dirt, leaves, weeds, vomit, broken glass, excrement, dead animals etc. from public spaces such as roads, pavements, grassed areas, shopping precincts, subways, steps, litter bins, etc
2. Load litter into the relevant vehicle or barrow, etc.
3. Undertake snow clearance and gritting of public spaces, as directed.
4. Take action as directed at road traffic accidents.
5. Remove small scale graffiti, fly posting and fly tipping.
6. Inform the supervisor of any safety issues on site or any issues requiring attention by the cleansing and grounds service.
7. Respond to any small scale street cleansing requests that emerge during the daily round.
8. Assist crews with street cleansing duties as and when required
9. Any other duties and responsibilities within the range of the salary grade.

Key relationships

External	Internal
Members of the public	Streetpride

Standard information

Post holders will be accountable for carrying out all duties and responsibilities with due regard to Code of Conduct, Safeguarding, Health & Safety and the City Council's Workforce Diversity and Inclusion Policies.

Duties which include processing of any personal data must be undertaken within the corporate data protection guidelines.

Smoke Free

The City Council is Smoke - Free. Smoking is not permitted on any of our premises or the surrounding land including car parking facilities.

Training

The postholder must attend any training that is identified as mandatory to their role.

Responsible for:

Staff managed by postholder: N/A

Person specification

Job Evaluation Code	
Knowledge	
<ul style="list-style-type: none">• Basic Health and Safety Principles	
<ul style="list-style-type: none">• Basic environmental understand and appreciation	
Skills and Abilities	
<ul style="list-style-type: none">• Able to walk long distances on a daily basis.	
<ul style="list-style-type: none">• Able to undertake manual work, including sweeping, cleaning, lifting and digging.	
<ul style="list-style-type: none">• Able to deal with all members of the community in a polite and courteous manner.	
<ul style="list-style-type: none">• Able to work as part of a team.	
<ul style="list-style-type: none">• Able to work alone and on own initiative, without direct supervision	
<ul style="list-style-type: none">• Able to follow verbal and written instructions.	
Experience	
<ul style="list-style-type: none">• Dealing with the general public	
Special Requirements	
<ul style="list-style-type: none">• Able to work outdoors in most weathers	
<ul style="list-style-type: none">• Willingness to undertake appropriate training and develop skills and knowledge	
<ul style="list-style-type: none">• Able to work flexibly across any shift if necessary	

Date Created		Date Reviewed	November 2023
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