



JOB DESCRIPTION

Job Title	Area Supervisor	
Directorate	Regulatory and Operations	
Evaluation ref:	TR0041 – Grade 12	
Role purpose		
<p>To oversee and manage the cleansing operations within the western area of Somerset. The post holder will be responsible for ensuring that all cleansing activities, including street cleaning, waste collection, and recycling, are carried out efficiently and in compliance with relevant regulations and standards. The role involves coordinating and supervising a team of cleansing operatives, monitoring their performance, and providing guidance and support as needed. The post holder will also be responsible for liaising with residents, businesses, and other stakeholders to address any concerns or issues related to cleansing services. Additionally, the role requires the development and implementation of operational plans and schedules to ensure the timely and effective delivery of services. The supervisor will need to maintain accurate records of activities, prepare reports, and contribute to the continuous improvement of cleansing operations. This role is essential in supporting the Council's commitment to maintaining a clean and healthy environment for its residents.</p>		
Accountabilities		
<ul style="list-style-type: none"> • Oversee and manage cleansing operations within the western area of Somerset. • Coordinate and supervise a team of cleansing operatives. • Ensure compliance with relevant regulations and standards. • Monitor the performance of cleansing operatives and provide guidance and support. • Liaise with residents, businesses, and other stakeholders to address concerns or issues. • Develop and implement operational plans and schedules. • Maintain accurate records of cleansing activities. • Prepare reports on cleansing operations and performance. • Contribute to the continuous improvement of cleansing operations. • Ensure the timely and effective delivery of cleansing services. • Conduct regular inspections of cleansing activities and sites. • Address any non-compliance issues and take appropriate corrective actions. • Promote health and safety practices within the team. • Manage resources and equipment effectively. • Participate in training and development programmes for cleansing operatives. 		
Knowledge / Experience / Skills		
	Essential	Desirable
Knowledge		
Understanding of cleansing operations and waste management	x	

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Knowledge of relevant regulations and standards.	x	
Awareness of health and safety practices related to cleansing operations	x	
Familiarity with local government operations and procedures		x
Knowledge of data management and record-keeping practices.		x
Understanding of environmental sustainability practices		x
Experience		
Experience in a supervisory role within cleansing or waste management operations.	x	
Experience in coordinating and managing a team.	x	
Experience in developing and implementing operational plans and schedules	x	
Experience in preparing reports and maintaining records.	x	
Experience in liaising with residents, businesses, and stakeholders		x
Experience in conducting inspections and addressing non-compliance issues		x
Qualifications / Registrations / Certifications		
Degree in Environmental Science, Public Administration, or a related field.	x	
Training in health and safety practices.	x	
Certification in supervisory or management skills		x
Certification in waste management or environmental sustainability.		x
Professional membership in a relevant regulatory body.		x
Continuous professional development in cleansing operations and management		x
Skills		
Strong leadership and management skills	x	
Excellent communication and interpersonal skills.	x	
Ability to work independently and as part of a team.	x	
Strong organisational and time management skills.	x	

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Ability to handle sensitive and confidential information.	x	
Proficiency in using data management and record-keeping software.		x
Working Conditions		
Dimensions of the role		
Working Arrangements		
Somerset Council's dynamic Working Strategy will be applied to this position		
Corporate Accountabilities		

Date: