

Function Profile

Operations Trainee

General Activities

- Kerbside collection service;
- Recycling materials recovery;
- Furniture collections & deliveries;

Knowledge Gained

- Health & Safety Awareness
- Understanding manual handling;
- Understanding recyclable materials;
- Understanding workflow processes;
- Understanding of recycling machinery and correct operating procedures;
- Understanding rotas and scheduling;
- Understanding of general waste management
- Revolve & EQFM operational processes

Skills Developed

- Customer Service;
- Record Keeping;
- Good observational skills;
- Dexterity;
- Machine Operation
- Machine Care
- Manual Handling

Competence Behaviours

- Showing initiative that improves customer care;
- Problem solving for business effectiveness;
- Team working that improves performance

Employee Signature _____ Date _____

Manager Signature _____ Date _____