

Job description

Recycling Operator

JOB TITLE	Recycling Operator
SALARY:	Satisfies National Minimum Wage
LOCATION:	Rothesay Recycling Centre
HOURS:	21 hours per week
TERM:	37 Weeks (Fixed Term Contract)
Eligibility Criteria:	Applicants must currently be unemployed

This post is a funded role through People and Communities Funding.

ACCOUNTABILITY & RESPONSIBILITY

The Operator is directly accountable to the Recycling Team Leader on a day to day basis, with overall accountability to the General Manager.

QUALIFICATIONS & EXPERIENCE:

Ideally experience of manual handling, recycling operations and logistics or similar would be beneficial.

MAIN OBJECTIVES OF POST

To work as part of the team in ensuring the successful operation of recycling collection, processing and transportation.

PRINCIPAL DUTIES

- To collect recyclable materials via collection service
- To process the collected materials at the Recycling Centre for onward transportation to markets.
- Ensure accurate information recorded for tracking and income generation.
- To liaise with users of the service to ensure customer satisfaction.
- To adhere to Health and Safety Requirements and assist in record keeping of any incidents or accidents that occurs within the Fyne Futures operation.
- To undertake training as required by the needs of the post.
- Participation in the day to day running of our points of customer connection: principally Re-style shop and Re-use store as required.
- Aid in receiving deliveries, unpacking and re-storing stock.
- To have a flexible attitude to work to meet the requirements of the business.
- To carry out other such duties and responsibilities as may be required from time to time by the Line Manager

Please contact the Rothesay Job Centre for an application form. Completed forms can be return to Rothesay Job Centre. Alternatively completed applications can be returned FTAO Fiona Zavaroni, Fyne Futures Ltd, 81 Victoria Street, Rothesay, Isle of Bute, PA20 0AP.

Closing date for applications 26/06/2015