

**FYNE FUTURES LIMITED
JOB DESCRIPTION**

JOB TITLE **Operator**
SALARY: **Satisfies National Minimum Wage**
LOCATION: **Rothesay**
HOURS: **30 hours per week**
TERM: **39 Weeks**

ACCOUNTABILITY & RESPONSIBILITY

The Operator is directly accountable to the Recycling Supervisor on a day to day basis, with overall accountability to the Recycling Operations Manager.

QUALIFICATIONS & EXPERIENCE:

Ideally experience of manual handling, recycling operation, logistics or similar.

MAIN OBJECTIVES OF POST

To contribute as part of the team to ensure 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 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

Signed.....(Member of Staff)

Signed.....(Manager)