



<b>Job Description</b>	
Job Title: <b>HGV / Service Delivery Driver – Class C</b>	Reports to: <b>Transport Manager</b>
Grade: <b>N/A</b>	Role Profile: <b>N/A</b>
Based at: <b>SARVAL Hartshill</b>	Mobility/travel: <b>Yes</b>
<b>Primary Purpose of the Role:</b> To provide an effective and efficient waste removal service to customers, and to work in line with Government legislation and Company Policies and Procedures. To carry out the role whilst ensuring health and safety procedures are followed at all times. Ensuring that high levels of productivity, attendance and customer satisfaction are maintained at all times.	
<b>Key Duties and Responsibilities:</b> Your duties and responsibilities will include but are not limited to the following: <ul style="list-style-type: none"><li>• As a HGV Driver – Class C, the duties and responsibilities will vary but will include Driving HGV vehicle.</li><li>• Operation of vehicle equipment – bin lift, tail lift, tipper body etc.</li><li>• Some responsibilities could cover skip collection and delivery.</li><li>• Completion of work documentation (Driver Records + Collection Records).</li><li>• Maintain good standards of housekeeping in the vehicle.</li><li>• Undertake daily vehicle check.</li><li>• Safe tipping of vehicle.</li></ul> <b>General:</b> <ul style="list-style-type: none"><li>• To work in a manner that reflects equal opportunities values; treating others with dignity and respect whilst taking into account the needs of colleagues and customers.</li><li>• Providing high standards of quality whilst promoting, building and maintaining effective working relationships with colleagues, suppliers and customers.</li><li>• Identifying training needs relevant to the job and participating in any training and development as required.</li><li>• Maintaining high levels of personal motivation, attendance and conduct.</li></ul>	
The post holder's duties must be carried out in accordance with policies and procedures of SARIA Ltd including, but not limited to the Equal Opportunities, Harassment and Bullying Policy, the Health and Safety at Work Act 1974 and other subsequent health and safety legislation. These duties should be regarded as neither exclusive nor exhaustive as the post holder may be required to undertake other reasonably determined duties and responsibilities for the Company, commensurate with the grading of the post.	

**Key Relationships:**

- Transport Manager
- Transport Department
- Customers
- General Public

<b>Person Specification</b>		
		E = Essential / D = Desirable
Education and Qualifications	<ul style="list-style-type: none"> <li>• Hold a full, clean HGV Class C Driving Licence.</li> <li>• Hold a Driver CPC.</li> <li>• Hold a Digital Tachograph Driver Card.</li> </ul>	E  E E
Knowledge	<ul style="list-style-type: none"> <li>• Good knowledge and understanding of EU Rules and WTD.</li> </ul>	E
Relevant Experience	<ul style="list-style-type: none"> <li>• Previous experience driving HGV Class C Vehicles.</li> <li>• Previous experience within a waste collection role.</li> </ul>	E  D
Skills and Competencies	<i>N/A – Relevant training provided.</i>	
Attitudes and Behaviours	<ul style="list-style-type: none"> <li>• Be smart in appearance (uniform is provided) and have a pleasant manner.</li> <li>• Excellent communication skills.</li> </ul>	E  E
Decision Making	<ul style="list-style-type: none"> <li>• Must be able to make decisions based on own judgment.</li> <li>• Be able to prioritise workload/collections.</li> </ul>	E  E
Working Demands	<ul style="list-style-type: none"> <li>• Undertake a Disclosure and Barring check, as required.</li> <li>• Work a guaranteed 48 hours per week and in line with EU Drivers Hours rule and WTD.</li> </ul>	E  E
Working Arrangements	<ul style="list-style-type: none"> <li>• Full time permanent.</li> </ul>	E