

Leisure Attendants

Leisure Attendant 1

"Undertake, in sports, leisure and recreational establishments, a range of duties in wet, dry and other areas which will include: cleaning (including internal and external areas); control of facilities (including changing rooms and toilets); issuing and safeguarding of clothes and personal belongings; assembling and dismantling of equipment (including sports and exhibition displays). The Attendant will also be responsible for the overseeing and general safety and behaviour of the public, to prevent injury, misuse and damage to facilities."

Leisure Attendant 2

"Undertake, in addition to the job outlined for Attendant 1, a range of other duties in wet, dry and other areas which will include: giving trained assistance to leisure service users in difficulty (including use of appropriate appliances); and directing the activities of users to prevent injury, misuse and damage to facilities or equipment."

Office Cleaner

"Undertake, individually or as part of a team, the cleaning of designated offices and associated accommodation to ensure that they are kept in a clean and hygienic condition.

Duties will include: the cleaning, washing, sweeping, vacuum cleaning, emptying litter bins, polishing and dusting of designated areas (which may include toilet and associated facilities) and fixtures and fittings, using where appropriate the necessary powered equipment."

Refuse Collector

"Undertake, usually as a member of a team, duties connected with the removal of household, industrial and commercial refuse from a variety of locations (for example, houses, shops, schools). This could involve the use of a full range of refuse containers (for example household bins, plastic sacks, 'wheely bins', paladin bins).

Assisting the driver in safe manoeuvring of the vehicle on the round or at the disposal location."

Refuse Driver

"Drive and be responsible for any allocated refuse collection vehicle. Duties will include: vehicle checks, required routine maintenance (for example oil and water checks) and cleaning and the operation of any power mechanism which may be fitted; the collection of refuse within a round and the necessary tipping; transporting and supervision of the crew with responsibility for the operation of the service on that round. When not driving the driver may assist in the loading of the vehicle.

The Refuse Driver is also responsible for ensuring, with the crew, the best operational relationships between the service and members of the public.

Note: the above outline specifically covers the job which has a supervisory responsibility. Where this is not the case the job should be graded locally."

Roadsweeper

"Undertake, either individually or as a member of a team, duties concerned with the sweeping, collection and removal of litter, dirt, leaves and weeds, etc, from public spaces (including roads, pavements and shopping precincts). These duties will require the use and operation of the usual range of associated tools and equipment."

Roadworkers

Roadworker 1

"Undertake, generally as part of a team, the maintenance and construction of roads and sewers.

Duties will include: the erection and removal of appropriate signs and barriers; the preparation, application, compaction and removal of soils, rocks, coated and other materials; work on highways furniture and equipment (eg erection, fixing and/or dismantling); planting and general maintenance of highways environs; and providing general support and assistance to skilled and specialist operatives.

Duties may include driving of vehicles, and wheeled tractors with simple attachments and, where appropriate, vehicle checks, required routine maintenance (for example oil and water checks) and cleaning.

In addition the usual range of tools and equipment may be required to operate powered hand tools, minor plant and machinery.

There is a duty to ensure the safety of the workforce and the public."

Roadworker 2

"Undertake, in addition to the job outlined for Roadworker 1, skilled operations connected with roads and sewers.

Duties will include: the need to work to precise levels and requirements in construction work in a number of tasks (for example, drain laying, trench timbering, manhole construction, shuttering, steel fixing, scaffolding, reinforced concrete, kerb laying, fencing, walling, flag and block paving, and sewers in tunnels).

Duties may include the driving of vehicles requiring specialist driving skills and appropriate equipment and/or the operation of powered heavy plant and where appropriate vehicle checks, required routine maintenance (for example oil and water checks) and cleaning.

Duties may involve an element of direction of the work of lower graded operatives."

Roadworker 3

"Undertake, in addition to the job outlined for Roadworker 2, largely tasks described as specialist.

Duties will include the setting out of work, and/or the driving and/or operation of heavy/complex plant and equipment requiring specialist skills.

There is a duty to ensure the safe operation of plant and equipment at all times with particular responsibility for the safety of the workforce and public in relation to it."