



**JOB TITLE: Loading Shovel Operator, Aggregate Manufacture**

**LOCATION: Leeds**

**REPORTS TO: Senior Supervisor**

**RESPONSIBLE FOR: Loading shovel driving, cleaning, basic maintenance. Site housekeeping and assisting in production if required.**

**INTERACTS WITH: Site Manager, Senior Supervisor, Shift Supervisor, Team leader, Production Staff, Plant Contractors and Suppliers**

**HOURS OF WORK: 47.5 hours/week on a shift basis. Primarily Monday to Friday but with the flexibility to cover the potential 24/7 operating hours of the plant**

**DATE OF ISSUE: 18/02/2020**

### JOB PURPOSE

Due to the increased production, a second Loading Shovel Operator is required in Leeds Reporting to the Senior Supervisor and working closely with the Shift Supervisors, the jobholder is to drive the loading shovel to load vehicles and fixed plant with aggregate and manage the aggregate stockpiles whilst being responsible for housekeeping around the site Other duties will include the cleaning and minor maintenance of both the loading shovel and the aggregate screening plant Proactively taking responsibility for themselves, to follow instructions and procedures without constant supervision and with due regard to safety and operational requirements, to ensure full compliance with all legal and operational procedures To assist the Team Leader to carry out daily, weekly and monthly tasks as detailed in the site manuals. To help shift teams with production when required This can be a physically demanding role

### KEY DUTIES

- Ensuring the plant is continually fed with aggregates, driving mobile plant and carry out cleaning and minor maintenance
- Manage and load incoming and outgoing aggregates
- Feed, operate and maintain the aggregate screening plant and report any issues that may arise.
- To work in an efficient and productive manner, without the need for continual direct supervision
- To assist the Shift Supervisors to ensure that all daily, weekly, and monthly stock control is controlled and monitored
- Maintain a high level of awareness within the Plant for Health, Safety, Welfare and Security matters and in this respect to lead by example and take a pro-active approach
- Check and ensure the quality of the stock product and report non-conforming material as and when necessary



ISO 9001  
ISO 14001  
OHSAS 18001

Certificate Number 11259

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- To ensure the plant and site are maintained in a clean and tidy condition
- Willingness to undertake training and learn new skills, required for efficient operations, such as plant operation, plant maintenance, first aid, materials testing confined space working etc
- Carry out any other duty required by the Site Management

#### **ESSENTIAL SKILLS / EXPERIENCE**

- Competent with ITSSAR or equivalent qualifications in the operation of loading shovels.
- Confident communicator, both written and verbal
- Mechanically minded, practical with a good attitude to housekeeping and cleanliness
- Demonstrable experience of taking responsibility at work and excellent reliability

#### **DESIRABLE SKILLS / EXPERIENCE**

- Experience within a Manufacturing site, ideally the waste, aggregates or concrete environment
- Competent with other forms of mobile plant i.e. FLT, MEWP and Telehandlers
- Ability to offer ideas and thoughts for discussion to promote improvements in the process
- Formally trained in Health & Safety or Environmental

**CLOSING DATE FOR APPLICATIONS: FRIDAY 13<sup>th</sup> MARCH 2020**