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| JOB TITLE: |  | **Loading Shovel Operator, Aggregate Manufacture** |
| LOCATION: |  | **Leeds** |
| REPORTS TO: |  | **Asst. Manager - Leeds** |
| RESPONSIBLE FOR: |  | **Loading shovel driving, cleaning and basic maintenance of shovel and screener. Site housekeeping and assisting in production if required.** |
| INTERACTS WITH: |  | **Site Manager, Asst Manager, Shift Supervisors, Team Leaders, Production Staff, Plant Contractors and Hauliers.** |
| HOURS OF WORK: |  | **40 hours per week on a rotating 3 shift system, flexible to meet business needs.**  |
| DATE OF ISSUE: |  | **17/08/2023** |
| **JOB PURPOSE** |
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| A Loading Shovel Operator is required at our manufacturing site in Leeds.Reporting to the Assistant Manager and working closely with the Shift Supervisor, the jobholder is to drive the loading shovel to load vehicles and the screener 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 Assistant Manager and Site Supervisor to carry out daily, weekly and monthly tasks as detailed in the site manuals.Must be flexible and be available to cover operational staff in the event of manpower shortages. This can be a physically demanding role.  |
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| **KEY DUTIES** |
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| * Ensuring the screener is continually fed with aggregates 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 Assistant Manager and Shift Supervisor 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.
* To ensure the 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.
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| **ESSENTIAL SKILLS / EXPERIENCE** |
| * Competent with ITSSAR or equivalent qualifications in the operation of loading shovels.
* Previous full-time experience as a Shovel Loader operator.
* 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.
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| **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.
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