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| **ASSISTANT STREETSCENE MANAGER**  **SALARY GRADE: HBC 7** | Halton Borough Council  resourcing@halton.gov.uk |
| Working at Halton | |
| All our colleagues at Halton have made a positive commitment to delivering great outcomes for our communities. Whoever joins us will share that passion for outstanding service, and strongly align with the values which define our workplace culture:   * Working Together – building fantastic relationships with colleagues and customers * Continuous Improvement – keeping great service delivery at the heart of everything we do * Personal Growth – learning, growing and developing ourselves * Accountability – doing what we say we are going to do00 * Inspiring Leadership – positive roles models and leading by example   *To read more about our values, click* [*HERE*](https://haltoncouncilcareers.co.uk/values/)  **We are immensely proud that when asked what’s great about working for Halton, the most popular response from our workforce has been ‘*our colleagues’*.**  Aside from working with a great team, our employees have access to a fantastic range of benefits, including:   * A generous annual holiday allowance starting at 34 days per year (including bank holidays), increasing with long service * Membership of our defined benefit, salary-linked pension scheme with generous Employer Contributions * 3 x Salary Life Cover via Local Government Pension Scheme * Investment in your personal development * Free Car Parking at HBC sites * Extensive employee benefits platform including discounted shopping, car leasing, gym memberships, wellbeing hub and Employee Assistance Programme.   *For further information about all the benefits we offer, please click* [*HERE*](https://haltoncouncilcareers.co.uk/benefits/)*.* | |
| About the Job | |
| To be responsible for landscape maintenance and street cleansing operations. To oversee all operational work tasks including front line management of staff. To liaise with the general public through one to one meetings and by attending occasional open public meetings. To manage additional related portfolios as allocated and to cover for absent colleagues.  More specific responsibilities include:   * Responsibility for the day to day maintenance and inspection of public spaces that fall within the remit of the Environment Service. Responsibility for allocated portfolios of activity such as tractor operations, expressway maintenance or arboricultural activities. * To attend occasional meetings, sometimes out of hours, of Area Forums, Neighbourhood Groups and other interested parties to report on neighbourhood maintenance issues and to take requests for service. To visit individuals upon request to look into issues, problems and requests. To assist the Streetscene Manager in the handling and resolution of all enquiries from members of the public relating to the delivery of the service. * Direct supervision of Operational Team Leaders and front line staff including the drawing up of programmes of work and setting productivity targets as determined by the Streetscene Manager. To co-operate and assist in the formulation of such programmes and targets. * Direct responsibility for day to day availability of plant, vehicles and equipment and the deployment of these resources to ensure the efficient delivery of the service. To ensure the service Asset Inventory Database is kept up to date and to carry out periodic stock checks which will be recorded and held on file * To carry out induction of all new staff either permanent or temporary ensuring that work procedures are understood, appropriate risk assessments are read and appropriate uniform is issued. * To check and plan that an adequate supply of materials and fuel is held in stock to ensure the efficient delivery of the service. * To ensure that all staff under their control adhere to Health and Safety legislation and to promote safe working practices. To carry out investigations into accidents that occur during the course of any works being carried out. * To verify and certify the primary documentation relating to wages, utilisation of materials, Council owned, and hired, transport and plant * To operate the Council’s grievance and disciplinary procedures up to the issue of a recorded verbal warning. Carry out investigations into potential disciplinary incidents and to make recommendations to the Streetscene Manager, Environment Services Operations Manager or the Head of Environment Services following these investigations. * To carry out Employee Development Reviews of subordinate staff. To ensure staff are correctly trained and that a record is kept on the appropriate Database of all staff training. To undertake on-the-job training and give instruction to temporary and permanent staff. * To be responsible for ensuring that work completed is of the required standard and to manage and implement any corrective measures or personal sanctions. * To be responsible for the cleanliness, safe operation and security of operational depot facilities including holding keys and attending emergency call outs in the event of burglary or fire. * To operate and administer the Environment Services’ IT systems and work planning programmes. To record all inspections on the Divisions systems to ensure effective reporting. * Liaise with staff at all levels within Halton Borough Council to provide an holistic approach to council services. * To provide cover for other Streetscene Managers during periods of absence. * To participate in the out of hours call out arrangements for the Environment Services, on a rota basis | |
| About You | |
| The ideal candidate will have achieved English and Maths at GCSE Level 3 or above, along with a Level 2 or higher qualification in a land-based subject such as City & Guilds Horticulture, Arboriculture, or Conservation Management. In addition, they will hold a supervisory or management training qualification, such as an ILM certificate or Diploma of Management, or be actively working towards obtaining such a qualification.  In addition you will have:   * Previous experience in a supervisory or managerial role. * Must have an understanding of management and leadership issues especially in operational environment. * Must have good organisational skills. * Must have a good knowledge of either horticultural practice or cleansing operations. * Must have good interpersonal skills and an understanding of the importance of customer care.   The Council and its schools are committed to safeguarding and promoting the welfare of children, young people and adults and expect all staff, workers and volunteers to share its commitment. | |
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