



JOB DESCRIPTION/PERSON SPECIFICATION

A	POSITION DETAILS
	DIVISION: Processing
	JOB TITLE: Operations Manager REPORTING TO: Regional Manager
	GRADE: 8

B	JOB PURPOSE
	<ul style="list-style-type: none">• To efficiently operate the Bredbury MTR, Biowaste & Fibre operations and the Ashton Street Sweepings Facility in line with all contractual and legislative requirements.• Ensure all operations undertaken in full compliance with relevant Health & Safety standards and SUEZ P&Ps.• To manage the sites so they meet production targets, whilst operating in accordance with set resource levels and expenditure.• Ensure sites maintain SBS standards, backed up by regular audit scores.• To operate the sites in accordance with PMF standards in Greater Manchester Contract (does not apply to Ashton).• To review operations and suggest / implement changes in order to deliver continuous improvement to standards of service.• To review the profit and loss accounts for the above operations and deliver against financial targets.• To lead a team and develop their potential.

C	KEY RESPONSIBILITIES
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- The day-to-day support of sub-ordinates in delivering excellent operational performance.
- To develop the capability of all sub-ordinates and ensure that the relevant skills and experience are available to meet the needs of the business.
- To build effective and trusted relationships with all stakeholders that demonstrates SUEZ's commitment to sustainability and the local community.
- To support SUEZ in its aims of becoming the employer of choice and of having the best brand recognition and profile in the industry.
- Driving continuous improvement on compliance and Health & Safety.
- To provide a client focused service that supports the changing needs of the GMCA, other customers and members of the public.
- To establish and maintain 'Best Practice' operating methodologies across all facilities that will deliver superior customer service, compliance, safety and profitability.
- Benchmark and review SUEZ operating practices against industry standards.
- The promotion of the SUEZ brand as a world leader in waste management through the professional image portrayed by facilities, staff, vehicles etc.
- To pro-actively investigate, recommend and implement operating regimes that minimise costs and promote efficiency.
- To ensure financial and non-financial projections are achieved.
- To support the Regional Manager in the formulation and implementation of business strategy and improvement initiatives that support the goals of increased profitability, improved compliance and better people management as examples.
- Identification of new business initiatives that provide benefits e.g. outsourcing opportunities, alternative funding options, innovative partnering arrangements etc.
- To achieve the medium term goals of the Manchester Contract and develop new business opportunities and services.

D CORPORATE RESPONSIBILITIES



In line with SUEZ UK's Health and Safety Policy the job holder is expected to;

- Take reasonable care of his/her own health, safety and welfare and that of other people who may be affected by his/her actions or omissions.
- To co operate with SUEZ UK and with other employees in order to comply with health and safety law and SUEZ UK's Health and safety Policies and Procedures
- Not to misuse or interfere with, intentionally or recklessly, anything provided in the interests of safety.
- To ensure that within his/her areas of responsibility, SUEZ recycling and recovery UK complies fully with its legal duties in respect of the health, safety and welfare of its employees and of other people who may be affected by his/her actions or omissions
- To ensure that the responsibilities commensurate with his/her role as laid out in the Health and safety policies and Procedures are fully met.

In line with SUEZ's Values and Ethics Charter the job holder is expected to ;

- Act in a honest, responsible and respectful manner to others
- Be responsible for their own professional conduct
- Comply everywhere and in all circumstances with the laws and regulations connected with their activities
- Comply with our obligations to our partners such as shareholders, associates, clients, suppliers and the community

Any other duties that are reasonably requested within the scope of the job role

E. GENERAL CRITERIA (ESSENTIAL & DESIRABLE)
KNOWLEDGE/QUALIFICATIONS/TRAINING/SKILLS & EXPERIENCE:
NEBOSH / COTC or equivalent
Experience of residual waste shredding operations, compactors and rail operations
Experience of operating fibre clean up operations and knowledge of street sweepings operations
Experience of Lean Principles and Continuous Improvement / SBS

The contents of this job description reflect the main duties and responsibilities of the job and are not intended to form part of the contract of employment. SUEZ UK may revise the content of this Job Description/Person Specification at its discretion.