

Role and responsibilities

Identity

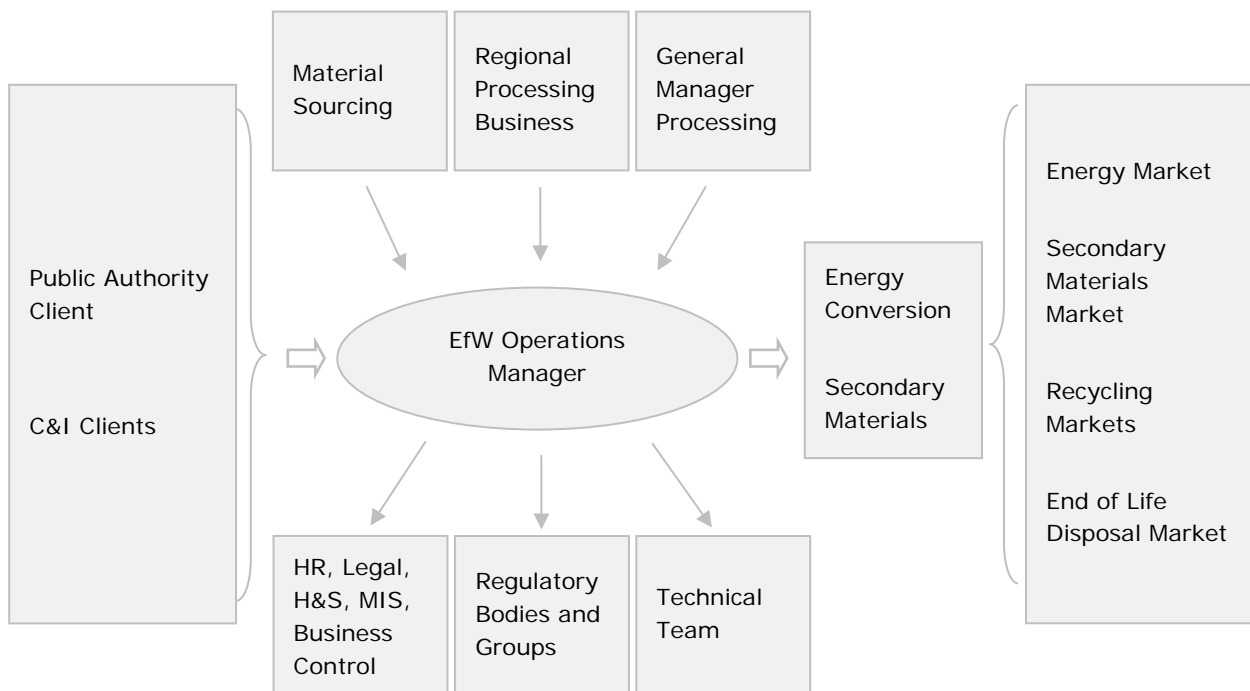
Position title	EfW Operations Manager
Date	January 2016
Line Manager title	Plant Manager
Grade	8

Purpose

(the 'why' of the position, within which limits and according to what objectives)

Why	To manage the operation of an energy recovery facility in an effective and cost efficient manner, ensuring the facility is fully compliant with regulatory standards for safety, health and environment.
Within	To work within the operational management system of the facility
According to	The plant design parameters and operational cost constraints

Key stakeholder interaction network



Ideal candidate experience

- HNC or time served in Mechanical/Electrical or Process Engineering.
- Experience of working in a process industry
- Experience of Environmental Legislation
- A Health and Safety qualification (NEBOSH) is desirable.

Area one - Leadership

Details	Delivery measure
<ul style="list-style-type: none"> • Demonstrate authority by conveying consistency of knowledge and experience. • Promote good working practice and positive employee relations by administering effective relationships internally and with the wider business. • Support the workforce in periods of change to ensure the transition is implemented and sustained • Embody the Company Values and exhibit through daily interaction with your team. • Effective delegation to operations team within the facility • Promote a safety conscious attitude towards work. 	<p>USay, % of overdue CAR's</p> <p>USay, Business Control Audit Scores</p> <p>Adherence to the SES Business Strategy</p> <p>Usay</p> <p>SES Business Strategy</p> <p>Monthly Safety reports</p>
In order to	influence direct team and peers to achieve goals

Area two - Communication

Details	Delivery measure
<ul style="list-style-type: none"> • To support the communications with external regulatory bodies. (HSE, EA) • Support the communication with Client Contacts (L.A and third party) • Provide information for monthly reports on operational activities • Participate in monthly Operations Managers and Technical meetings. • Timely and effective reporting of incidents and events. • Daily meeting of operational issues and actions 	<p>CCS Scores</p> <p>Customer satisfaction surveys</p> <p>Timely delivery of reports.</p> <p>Attendance at meetings</p>
In order to	ensure effective dialogue with all stakeholders

Area three - Best Practice Implementation

Details	Delivery measure
<ul style="list-style-type: none"> To ensure that the physical asset is operated and maintained in accordance with design. To ensure the physical asset is optimised through completion of continuous improvement initiatives. To ensure the day to day activities of the business are conducted with consistent methods, processes and satisfactory instruction. To support the process of planning daily and shutdown maintenance is carried out in a manner to provide a cost effective solution to the optimal long-term operational life of plant and equipment. To support quality control systems are in place for operational and maintenance activities and plant change is conducted in line with agreed management systems. To ensure that operational planning of daily activities falls in line with the process of daily planning of maintenance and shutdown activities. Closely monitor process parameters to ensure the facility is operating within its design specification 	<p>KPI Improvement</p> <p>Business Operations KPI's</p> <p>Maintenance KPI's</p> <p>Internal Audit</p>
In order to	optimise operational/departmental performance and efficiency

Area four - People

Details	Delivery measure
<ul style="list-style-type: none"> Provide adequate and appropriate Human Resource for effective operation of the facility. Training and development of all employees to their full potential, to include development discussions. Conformance of Company Policy and Procedures in line with employment legislation. Roles and responsibilities conveyed in a clear and consistent manner in line with the SES Strategy Manage the Workforce system. 	<p>Business Control Audit</p> <p>PDD's</p> <p>Monthly HR Reports</p> <p>USay</p>
In order to	engage and develop team and self.

Area five - Profitability

Details		Delivery measure
<ul style="list-style-type: none"> Measure performance (business process, revenue, costs, compliance) on a regular basis to benchmark against KPI targets and implement improvement measures to achieve agreed standards. Best value cost control, to ensure that all overheads are kept to a minimum and operational resources are used in the most efficient and effective manner. Effective management of resource to minimise labour costs. Produce and interrogate monthly reports on operational and financial activities Reporting of company performance indicators, KPI's - Local, Divisional, SE, and Financial. 		<p>SES Business Strategy</p> <p>P&L and EBIT</p>
In order to	achieve the financial targets and other KPI's	

Area six - Legislative Compliance

Details		Delivery measure
<ul style="list-style-type: none"> Manage and control of performance of the facility to be fully compliant with regulatory standards for safety, health and environment. Ensure effective control of contractors. Comply with safety and environmental audit and CAR resolution Close scrutiny of process parameters in line with the environmental permit. 		<p>CCS Scores and Internal Environmental Audit</p> <p>% of outstanding CAR's</p>
In order to	protect our customers, our employees, the environment and the company reputation	

Please note

1. In line with our Values and Ethics Charter, the job holder is expected to:
 - Act in an 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 other parties such as shareholders, associates, clients, suppliers and the community.
 - Ensure the health, safety and wellbeing of employees, customers and other personnel at all times.
2. The content of this job description reflects the main duties and responsibilities of the job and are not intended to form part of the contract of employment. SUEZ may revise the content of the role and responsibilities at its discretion.