


Job Description Template			
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Job Description – Chemist

Department/location:	Treatment Plant / Plymouth
Hours of work:	Monday to Friday, 0800-1700
Reports to:	Treatment Plant Supervisor, Treatment Manager
Holiday:	20 days plus 8 bank holidays
Other benefits:	Company pension Bonus scheme Death in Service benefit

General:

You will be working as part of a small team within the Treatment Plant at SYLOC, receiving, processing and disposing of hazardous waste. The position is a split role, consisting of providing chemical guidance to the team and hands-on operation of the Treatment Plant

Main Duties:

- Check and complete relevant paperwork for materials received/stored and dispatched, including record keeping.
- Carry out sampling and analytical testing of waste materials.
- Assist drivers with unloading/loading of vehicles.
- Operate the Treatment Plant in accordance with training.
- Tank cleaning.
- Help ensure a tidy and safe working environment.
- Provide technical advice on chemicals to departmental members and other divisions as required
- Liaising with customers and/or in-group and third-party disposal sites
- Assisting with general administrative duties associated with the running of the transfer plant


General H&S Responsibilities:

- Comply with Health & Safety requirements: as per training, policies, procedures, risk assessments, method statements, safe systems of work etc.
- Actively seek to improve safety culture.
- Report any H&S issues/accidents/near misses to your line manager immediately.

Other General Responsibilities:

- Attend training as required to maintain personal qualification/competence.
- Comply with the Company Equal Opportunities Policy and promote equality.
- Any other duties as required by line management, commensurate with the post holder's level of training and competence.

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Person Specification

Qualifications/Training	E / D*	How assessed***
HNC/HND/Degree in Chemistry	E	Application/CV
Full car driving licence	E	Application/CV
Fork lift licence (counterbalance)	D	Application/CV
Confined Space High Risk (C&G 6150-03)	E**	Application/CV
Experience		
Must be computer literate	E	Application/CV
Specific Post Knowledge/Skills		
Experience in waste transfer environment	D	Application/CV
Personal Characteristics		
Good customer service manner	E	CV/I
Conscientious to work independently and safely	E	Interview
Numerate and literate to process paperwork associated with post	E	Application/CV
Due to the nature of the work, must be prepared to carry out lifting work both inside and outside in all weathers	E	Application/CV
Must be supportive of colleagues and willing to help others	E	Interview
Keen to learn new skills and develop own knowledge	E	Interview
Flexible approach to working hours	E	Interview

*Essential or Desirable

**Essential but may be achieved post-employment

***Application Form or CV; Interview; Presentation; Practical Assessment