

| Site Chemist                                                                      |                                        |                   |                     |
|-----------------------------------------------------------------------------------|----------------------------------------|-------------------|---------------------|
|  | Document Number:<br>FG_HR_P.01 Form 08 | Version no:<br>2  | Page<br>Page 1 of 2 |
| Review Date:                                                                      | 10/07/2024                             | Next Review Date: | 10/07/2026          |

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### Job Description

|                             |                                                                                    |
|-----------------------------|------------------------------------------------------------------------------------|
| <b>Department/location:</b> | Treatment & Transfer South / Honiton                                               |
| <b>Hours of work:</b>       | Monday to Friday 0830-1700                                                         |
| <b>Reports to:</b>          | Technical Operations Supervisor, Transfer Station Manager                          |
| <b>Holiday:</b>             | 25 days holidays plus 8 bank holidays                                              |
| <b>Other benefits:</b>      | Bonus Scheme<br>Death in Service benefit<br>Private Healthcare<br>Company Sick Pay |

### General:

You will be working as part of a team within the Transfer Station, receiving and repackaging hazardous waste. The position is a varied role, assisting the other members of the team in the general Transfer Station operations and ensuring compliance with the site Permit.

### Main Duties:

- Testing / Sorting and Bulking of drum/package waste materials.  
This includes a wide variety of waste streams from simple oil based waste to other more hazardous chemicals.
- Maintain Database and manual records for the Transfer Station as required.
- Checking and completion of relevant paperwork for materials received / stored and dispatched, including relevant records keeping.
- Washing of empty contaminated containers and cutting up if necessary.
- Drive to customer sites to list wastes, obtain samples, inspect / label and pack materials if required.
- Shrink-wrapping, labelling and preparing of loads for onward disposal including generating the relevant paperwork.
- Unloading / loading of vehicles if required.
- 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 station

### 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:

- Maintain the physical security of FIS equipment in your possession along with any goods transported in accordance with Company Security policies.
- Maintain the security and confidentiality of Company information and data in accordance with Company IT Security and Data Protection policies.
- 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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|  | Document Number:<br>FG_HR_P.01 Form 08 | Version no:<br>2  | Page<br>Page 2 of 2 |
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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  |
|                                                                                                                   |        |                 |
| <b>Experience</b>                                                                                                 |        |                 |
| Must be computer literate                                                                                         | E      | Application/CV  |
|                                                                                                                   |        |                 |
| <b>Specific Post Knowledge/Skills</b>                                                                             |        |                 |
| Experience in waste transfer environment                                                                          | D      | Application/CV  |
|                                                                                                                   |        |                 |
| <b>Personal Characteristics</b>                                                                                   |        |                 |
| Good customer service manner                                                                                      | E      | CV/Interview    |
| 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