Job description and employee specification

Job title:	Loader	**Location:**	Gloucester
Reports to:	Operations Supervisor	**Working hours:**	37 per week
Job number:	TBC	**Salary grade:**	C1 £26,438 - £26,846
Supervises:	No supervisory responsibility		
Main purpose of the job:	To be a member of a team responsible for the collection of refuse and recyclables waste		
Key duties and responsibilities:	**This job description sets out the key outcomes required. It does not specify in detail all the activities required to achieve these outcomes**. **This is what we need you to do:** • Ensure all containers and waste receptacles scheduled for collection are emptied on the designated day in line with company policy. • Load and handle various waste materials into the appropriate vehicle, safely operating compaction and other equipment in accordance with manufacturer instructions. • Collect bulky or special items as directed by the Charge-hand or Supervisor, following all safe working practices. • Check bins for contamination prior to emptying, report issues, and assist with recording details using the in-cab device, including attaching approved notices where required. • Ensure collection areas are left clean and tidy, returning containers neatly without obstructing access. • Support the Waste and Recycling team in providing clear information to residents and maintaining a high standard of customer service. • Assist with maintaining and replacing waste containers, including minor repairs (e.g., lids, bins, boxes, bags), as directed. • Assist with vehicle manoeuvres in all situations, not just reversing to identify and communicate potential hazards. • Support replacement drivers with route guidance and ensure round information is accurately completed using the in-cab system. • Assist with supervision of temporary staff to ensure safe and effective working. • Act as crew team leader when required and where appropriately experienced. • Work within the agreed group task and finish system.		

	• Report unusual circumstances, incidents, or service issues promptly to the Charge-hand or Supervisor. • Help identify opportunities for service improvements to enhance efficiency and performance. • Follow all health and safety procedures and safe working practices at all times. • Comply with relevant road safety requirements, including the Highway Code when applicable. • Comply with all waste disposal point requirements, inclusive of all health and safety regulations, and site-specific rules. • Wear provided PPE in accordance with instructions. • Undertake required training, both on-site and external. • Carry out additional duties such as snow clearance when instructed. • Maintain high standards of behaviour, discipline, and teamwork to ensure the safety and wellbeing of colleagues and the public. • Assist with internal and external cleaning of vehicles, ensuring the vehicle is unloaded and prepared for the next shift. • Support the continuous operation of the service and avoid actions that may disrupt delivery. **All employees of Ubico are also expected to:** • Work to add value to, and be a valued member of, the team and to be valued by customers. • Comply with the organisation's health and safety policies and safe systems of working. • Work in compliance with the codes of conduct, regulations (including financial) and policies of the organisation. • Exercise proper and absolute integrity in respect of all confidential matters and the confidentiality of personal and sensitive information in line with current data protection legislation. **Be committed to and demonstrate the values of the organisation which are to:** • **Deliver quality** – what we do, we do well. • **Be safe** – look out for yourself and others. • **Do the right thing** – make good decisions and treat people with respect. • **Care for our environment** – protect where we live and work. Strive to be cleaner and greener. • **Work together** – communicate well and help each other.

Essential requirements - qualifications, skills, abilities, knowledge and experience:	**Qualifications** • N/A **Knowledge and experience** • Basic knowledge of refuse and recycling operations **Skills and abilities** • Be prepared to work outdoors in all weather conditions • Flexible approach to working hours and tasks allocated • Ability to read and follow basic information/instructions • Be fit and able to lift heavy objects (and walk 8-10 miles each day at a brisk pace) • Ability to work as part of a team and deal with customers, colleagues and management in courteous, helpful and friendly manner • Ability to use initiative and work with minimum supervision • Ability to effectively communicate factual information and customer feedback to colleagues and management • Ability to maintain a quality service delivery and operate within the values of the	
Desirable requirements - qualifications, skills, abilities and experience:	• Previous experience of working with mobile or static plant and equipment • Basic IT skills	
Special conditions:	• There may be a requirement to work at other locations to meet the needs of the business. • Expected to work reasonable additional hours in line with the needs of the service including bank holidays and catch-up Saturdays.	
Date created:	25.06.2026	
Date reviewed:	02.07.2026	
Created/reviewed by:	**Name: Emma Derkatsch** **Emma Henderson**	**Job title: HR Business Partner** **Head of People**

deliver quality
be safe
do the right thing
care for our environment
work together