

Clinical Waste Incinerator Chargehand

Department: Infrastructure, Housing and Environment

Section: Operations and Transport

Reports to: Principal Engineer Liquid Waste – STW & CWI

JE Ref: IHE1105

Grade: TECH10

JE Date: 20/12/2021

Job purpose

Assume the day-to-day responsibility for the operation and management of the Clinical Waste Incinerator in compliance with the working plan, including supervision of the Multi-skilled Mechanical Technician working on the opposite shift pattern. The role-holder has a high degree of autonomy within the working plan as their line manager is geographically remote from the site.

The IHE Clinical Waste Incinerator is a new installation, approximately two years old and still in its commissioning phase. The waste arisings disposed of at the incinerator include what might be considered as typical clinical waste, such as various items derived from activities at the hospital or other health care facilities, but also include a broad cross-section of items commercially generated from facilities such as physiotherapists, tattoo parlours, veterinary practices and the Jersey zoo.

Job specific outcomes

The responsibility of the role requires the role holder to undertake the following activities:

- Due to the nature of the facility the role-holder is required to be qualified to the standard known as a multi-skilled Instrumentation, Control & Automation (ICA) Technician. The operation of the plant and, in particular, the unpredictable nature of the plant and elements relating to the maintenance and repair of the facility, requires the role holder to have significant multi-skilled Electrical Technician experience.
- A further feature of the job role is that there are periods of time when the role-holder is the only person on site. This places the onus on them to react to circumstances arising during the waste disposal process especially as the role-holder's assistant works the alternate shift and is not available to assist. Being in-charge of a member of staff remotely on the alternative shift also adds to the level of responsibility and need for good communications in order to take charge of the day-to-day operation of the incinerator.
- As the Chargehand, the role-holder is responsible for site record keeping, facilitating visits to the plant, reporting upwards, purchasing spares, equipment and consumables. Periodically the role-holder will demonstrate and explain the workings of the plant to visitors such as politicians, engineers and students. Similarly they would assist in the training of new staff.
- As the specialist ICA Technician on-site the role-holder must identify and resolve the more complex instrument and control problems relating to the plant involving instrumentation such as gas emission telemetry monitoring, PLC (Programmable Logic Controller) units, and any errors

relating to electrical faults such as those on industrial motor control systems. The role-holder must also perform electrical inspection and testing of installations, systems, and equipment.

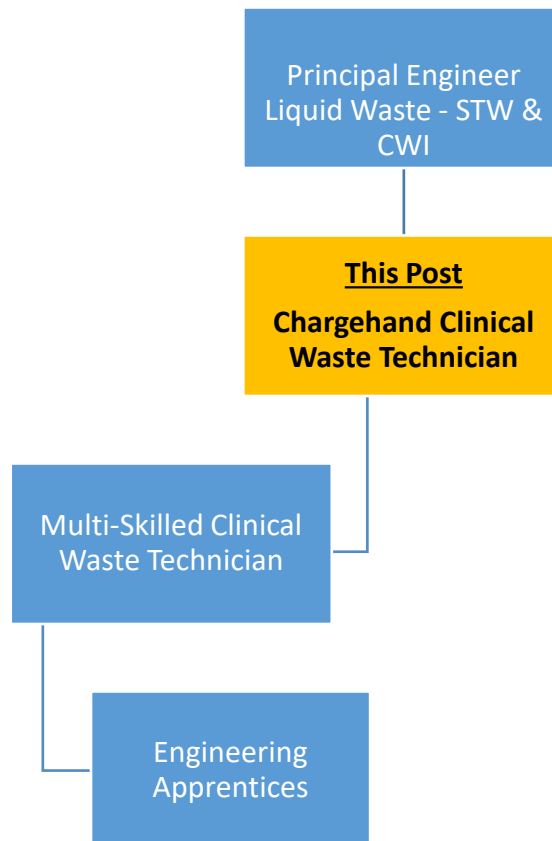
- Conduct both routine and unplanned maintenance on plant and equipment, to inspect, diagnose and repair faults on technical equipment and assets, including the installation and commissioning of new equipment. Carryout and develop planned routine preventative maintenance: servicing and overhauls of equipment and assets, including performing inspection and testing process systems and equipment, in accordance with statutory regulations, appropriate the particular item of equipment being worked on. The role holder is expected to take appropriate action to remedy faults using own initiative. The nature of this equipment varies. It includes, for example but not limited to hydraulic systems, compressed air systems, pumps, centrifuges, steam systems/ plant, water and wastewater treatment valves and digester equipment dealing with raw sewage.
 - Receive, weigh, store and remove processed waste in accordance with the approved hygiene and safety procedures. This includes inputting waste deliveries into the computer system and issuing the proper paperwork to customers. The role-holder will make corrections to deliveries as entered into the computer system if customers have given incorrect information.
 - Operating a complex computerised control system, calculating waste throughput, monitoring trends and carrying out chemical trials and cost comparisons. Multiple pieces of data on this control system need to be constantly evaluated and operational parameters altered to ensure optimum and compliant running of the facility. It is particularly important for the role-holder to ensure the emissions monitoring reporting is kept up to date and that any occasions when these are exceeded or reported to the waste regulator within the specified timescales.
 - The role-holder will also assist in the design, manufacture or modification of simple components, where these are not subject to statutory design criteria, nor would have a detrimental effect on the safe use or operation of any related equipment.
 - The role-holder will also liaise with and supervise colleagues, and the staff of contractors, undertaking operational work and maintenance work on certain components within the incinerator facility. If the charge hand is not on site, role-holder is responsible for issuing safety permits as required. At times mechanical engineering apprentices may be seconded to this work area under the supervision of the role-holder as part of their training and development.
 - Take the lead role in the creation, development and implementation of health and safety written risk assessments, including the production of written dynamic risk assessments when on site and dealing with situations not conforming to a standard risk assessment. Similarly, the role-holder will assist asset owners, chargehands and managers with the production of method statements, when requested.
 - As a Chargehand, the role-holder is also a designated first aid 'Appointed Person' with the associated responsibility of ensuring that the first aid boxes stop with appropriate index supplies and is required to call the emergency services should this be necessary, together with ensuring that all accidents are properly recorded.
-

Organisational structure

One Government Departments



Organisation chart



Person Specification

Specific to the role

ATTRIBUTES	ESSENTIAL	DESIRABLE
<p>Qualifications</p>	<ul style="list-style-type: none"> • The role-holder will be expected to hold, or be working towards, an HNC/HND in Electrical or Electronic engineering, with full knowledge of ICA systems. • The additional training requirements for multi-Skilled capability are typically of 10 days/80 hours duration and are provided by either equipment manufacturers or specialist training providers in one of the following skill areas: <ul style="list-style-type: none"> ➢ Electrical Testing and Inspection C&G qualification. ➢ Specialist technical training on CWI operation, including fundamentals of combustion, air pollution control equipment and the associated chemistry, the Waste Incineration Directive emissions standards • Further, the role-holder must have completed a chargehand or appropriate recognised management training qualification. • Must be qualified to the 17th edition of the IET wiring regulations (these regulations are updated over time and the role-holder is required to re-qualify as required as part of their CPD). 	
<p>Knowledge</p>	<ul style="list-style-type: none"> • Be fully conversant with the statutory regulations applicable to the operation of the site, relating to electrical and mechanical matters, health and safety, use of cranes and lifting appliances, and COSHH, together with the control of legionella. The CWI site operates under a Waste Management License issued by the Government of Jersey. • It is essential for the role-holder to be fully conversant with the relevant legislation relating to Health & Safety at work, Electricity at work, and the IHE Mechanical & Electrical Safety Rules, including the Department's Permit to Work system. • Where required, be able to fully understand and apply instructions and directions 	

	<p>provided by more senior colleagues.</p> <ul style="list-style-type: none"> • Be able to work collaboratively with others and as a team leader. • Adhere to all safety and governance procedures. 	
Technical / Work-based Skills	<ul style="list-style-type: none"> • The role-holder has regular daily contact with companies delivering orders to the plant, such as chemicals, gases and spare parts. The role-holder will contact suppliers to specify products that are needed, seek quotes of costs/deliveries. Similar contact is taken with engineers in relation to gas emissions sampling equipment. • It can be challenging when dealing with contractors whose first language is not English - the role holder will require excellent communication and interpersonal skill to facilitate this. • The role-holder will provide guidance to customers and members of the public on the correct disposal requirements of clinical waste. • The role-holder is required to hold a driving licence for car, forklift and tele-handler. 	
General Skills/Attributes	<ul style="list-style-type: none"> • The role-holder will periodically provide information about the plant to external visitors, such as engineers, students, and political representatives. The role-holder does this verbally, leading an organised tour. 	
Experience	<ul style="list-style-type: none"> • Be competent to produce, and monitor adherence to, written risk assessments. Ensure 'Point of Work' risk assessments are completed should generic RAs that are in place do not cover a specific workplace risk. 	