

Head of Solid Waste Management and Recovery

Department: Growth, Housing and Environment

Division: Operations & Transport

Reports to: Group Director Operations and Transport

JE Reference: IHE502

Grade: CS15

JE Date: 18/05/2020

Job purpose

Leading, developing and managing GHE's Solid Waste Management operations, the Clinical Waste Incinerator and the Energy Recovery Plant, ensuring the safe disposal and recycling of solid waste and clinical waste and the production of 10% of the Island's electricity through utilisation of waste to ensure the safe and effective management of solid waste in compliance with all relevant statutory, quality, budgetary and health & safety standards.

Managing the Abattoir for the Island providing relevant animal processing services.

Job specific outcomes

Lead and develop specialist professional engineering services essential for the management of solid waste, including the operation of the Island's recycling sites, green waste composting and Knacker's Yard ensuring disposal and safe recovery of solid waste and disposal of animal carcasses to protect public health and wellbeing.

Manage the operation of the Island's Abattoir providing an animal slaughtering service to local farmers.

Lead and develop specialist professional services essential for the operation and management of the Energy Recovery Plant and new Clinical Waste Incinerator to ensure the safe and effective processing of solid waste.

Provide good leadership and oversee the best utilisation of staff and physical resources in the provision of high quality and cost effective services which support the Island's critical infrastructure.

Provide specialist advice on solid waste disposal and energy recovery processes and make recommendations in relation to local, UK and EU legislation to Senior Management and politicians to support the development of Government strategic aims and the design and introduction of waste charges as part of politically driven initiatives.

Develop and deliver capital and asset maintenance projects involving waste infrastructure, Energy Recovery Plant and the Clinical Incinerator, co-ordinating consultants, contractors and suppliers to ensure that critical infrastructure essential for the functioning of the Island society is managed effectively.

Manage the operation of all solid waste management contracts ensuring that such contracts are kept up-to-date and fit for purpose so that solid waste is processed in line with industry best practice and environmental protection principles.

Set, justify, implement and control multiple revenue and capital budgets for associated projects, including waste disposal and recycling infrastructure and energy recovery assets ensuring that Island critical infrastructure is developed and maintained within the defined financial limits.

Ensure health and safety at work is given the highest priority within their service due to the risks associated with working with flammable substances, power tools and clinical waste to ensure the safety of staff and the general public.

Lead the implementation of research initiatives involving the evaluation of alternative methods of work and plant design, considering the suitability of the latest treatment technologies for clinical and municipal waste and asbestos to increase operational efficiency and safety of solid waste manipulation and disposal for the health of Islanders and the protection of the natural environment.

Statutory responsibilities

Active engagement, participation and compliance with any other statutory responsibilities applicable to the role, as amended from time to time.

This role is politically restricted. The job holder is not permitted to undertake political activity involving standing for election to the Government or as a Parish Constable, or publicly supporting someone who is standing for election or playing a public part in any political manner.

Services (TIER 1,2 and 3 jobs only – DELETE if not applicable)

- Solid Waste Management and Disposal
- Abattoir, Knackers Yard and Carcass Incinerator
- Waste Minimisation and Recycling Schemes
- Energy Recovery Facilities
- Clinical Waste Incinerator

Organisational structure



Person Specification

Specific to the role

ATTRIBUTES	ESSENTIAL	DESIRABLE
<p>Qualifications <i>Please state the level of education and professional qualifications and / or specific occupational training required.</i></p>	<p>Level 7 qualification or equivalent specialist knowledge in a technical or engineering field including Chemical, Electrical or Mechanical Engineering, Environmental Waste Management or equivalent gained by substantial practical experience in a relevant technical specialism, e.g. Process Control Systems.</p> <p>Chartered membership of a relevant professional engineering or scientific institution, e.g. ICE, IMechE, IchemE etc.</p> <p>Post graduate management qualification or equivalent.</p>	<p>0</p>
<p>Knowledge <i>This relates to the level and breadth of practical knowledge required to do the job (e.g. the understanding of a defined system, practice, method or procedure).</i></p>	<p>Specialist knowledge of engineering processes.</p> <p>Detailed knowledge of planning, legal and regulatory frameworks governing waste and environmental protection in Jersey.</p> <p>Project management qualification or experience.</p> <p>Detailed knowledge of local, UK and EU legislation, directives, regulations and international agreements with a comprehensive understanding of how they</p>	<p>Knowledge of:</p> <p>The activity and processes of Government including interaction between politicians and officials.</p> <p>Management reporting as it relates to this role.</p> <p>The Growth, Housing and Environment priorities, key objectives, risks and issues relevant to the department division and the role.</p>

	<p>impact local legislation, policy frameworks and practices.</p> <p>Ongoing Continuing Professional Development to remain up-to-date with the latest methodologies and industry research and best practice.</p> <p>Knowledge of managing a budget and business planning processes.</p> <p>Knowledge of the Government of Jersey or a comparable organisation and its strategy and functions.</p>	
<p>Technical / Work-based Skills <i>This relates to the skills specific to the job, e.g. language fluency, vehicle license etc.</i></p>	<p>Computer literate with ability to operate the Microsoft Office package.</p>	<p>Driving licence (Group B)</p>
<p>General Skills/Attributes <i>This relates to more general characteristics required to do the job effectively, e.g. effective written communication skills, ability to delegate, motivation or commitment etc.</i></p>	<p>The Post holder must possess:</p> <p>Strong relationship building skills.</p> <p>Good planning and organising skills so as to generate medium and long-term strategic plans for the relevant areas of responsibility.</p> <p>Ability to lead, motivate and manage teams to facilitate achievement of high delivery and performance and manage poor behaviour.</p> <p>Excellent verbal and written communication skills.</p> <p>Ability to produce written materials (e.g. letters,</p>	

	<p>reports, discussion papers, proposals) to a high level for presentation to a variety of audiences, including the States Employment Board and Government of Jersey Ministers.</p> <p>Ability to communicate confidently and effectively in media interviews when required. Ability to communicate effectively to senior stakeholders, including politicians and Senior Management and deliver key messages at a suitable level.</p> <p>Ability to influence and persuade a wide range of stakeholders in and outside the department.</p>	
<p>Experience <i>This is the proven record of experience and achievement in a field, profession or specialism. This could include a minimum period of experience in a defined area of work if required by an external body (for example a period of post-qualification experience).</i></p>	<p>Practical experience of engineering processes.</p> <p>Experience in leading multi-disciplinary teams.</p> <p>Experience in management of major projects.</p> <p>Proven management experience, including management of senior teams, obtained by a combination of professional experience and more formal management training.</p> <p>Experience in delivery against large budgets.</p> <p>Experience setting and deploying strategy at departmental / divisional level.</p>	

	<p>A proven track record of achieving objectives on time.</p> <p>Experience of best practice within the area/s overseen as part of the remit of the role to make recommendations for change.</p> <p>Experience working alongside senior stakeholders within the public sector or a similar context.</p>	
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Core Accountabilities, Attributes and Behaviour Indicators

Appointees to this role will be required to adhere to and perform their duties in line with the standards identified in the Government of Jersey tier 1 to 3 core accountabilities, attributes and behaviour indicators.