



JOB DESCRIPTION

Job title: Waste Collection and Education Officer (Part time / flexible)

Employer: Putney BIDCO Ltd, reports to BID Director

Location: Putney, London

Contract: Part time / flexible

Hours: 3.5 hours shifts, 6 days a week (flexibility in hours worked but will be between 08:00 – 20:00)

Pay: £12.00 per hour

The Role

Positively Putney, in Partnership with London Waste and Recycling Board, is looking to launch an innovative and unique trade waste scheme for local businesses. It will see all trade waste collected by bicycle and transported to a nearby consolidation site for bulk collection. By utilising this methodology, we will be able to deliver improvements in local air quality and congestion, as well as increased recycling accessibility and performance for businesses in the area.

We are looking for two friendly and hard-working individuals with a passion for cycling, the environment and with good customer service. Workers must be self-motivated, and happy to work in all weathers. We are a small but strong team working on a variety of projects to make Putney a better place to do business. As such we need adaptable individuals who can rise to a challenge.

The role is comprised of two key aspects:

- Cycling throughout Putney collecting trade waste from inside business premises on an e-cargo bike. This will then be cycled to a consolidation point nearby. At times you will be expected to record some key data points during collections. This aspect of the job will be physically demanding.
- Engaging with businesses at the time of collection about the scheme, ensuring that they are recycling correctly, and informing them about any other upcoming BID activities. As such it is essential that the selected candidates are good communicators and have a friendly manner.

Training

Successful candidates will be fully trained in using all equipment provided by the BID, however we request that you are proficient in cycling when applying. Due to the investment in training, all candidates will need to commit to staying in the position for at least six months.

Essential attributes:

- Dynamic and hardworking
- Happy to work in all weathers, throughout the year
- Physically fit and strong, in particular being able to:
 - Lift heavy loads



- Cycle long distances
- Managing multiple flights of stairs
- Knowledgeable and respectful of the highway code and be an ambassador for good cycling
- Comfortable cycling in an urban environment with high levels of congestion
- Knowledge of recycling and a keen interest in the environment
- Prepared to work unsupervised for long periods of time and able to use own initiative
- A clear communicator (over the phone, email and face to face) with a friendly and engaging manner
- Able to record data regarding quantities and quality of waste collected from identified premises
- Punctual, presentable, trustworthy and very reliable

Desirable attributes:

- Good knowledge of the local area
- Basic bike maintenance knowledge

Hours of work

Shifts will typically be 3.5 hours long over 6 days of the week, and expectation is for three shifts a week. As the scheme develops there may be the opportunity for additional hours. Some degree of flexibility can be offered for shift times, but all work will be within the hours of 08:00 – 20:00.

Contract Length

The funding for this project finishes in March 2022 but we will be looking for funding to extend it further if it proves successful.

Application Details

Deadline for applications: Wednesday 2nd September

Interviews will be held during week of 7th September

Start Date: week of 14th September

To apply, please submit your CV and a cover letter highlighting your relevant skills, knowledge and experience to nicolagrants@positivelyputney.co.uk