

Our Ref: MW001-Job Description IS Trainee Operative v1

Monday, 04 April 2022

Job Title: Trainee Operative - Industrial Services Department.
Reports To: Team Leader, Supervisor or Distribution Department.
Location: Fuel Depot Scorrier.
Hours of work: 40 hours per working week - Permanent position.
Salary: Competitive, overtime available, pension, 6 months' probation.
Holiday: 20 days p/a plus bank holidays.

About The Role:

This entry level role covers all areas of the company working within the different departments as a team to achieve our goals, this will be a diverse role which will utilise a board array of disciplines integral to your career within the company.

The trainee operative role would be best suited for a young person that has left an education setting and looking to start full time employment. There would be options to start an apprenticeship which is part time at a local collage, this would be tailored to your needs.

You will be directly working for Industrial Services helping to maintain our internal fuel distribution and infrastructure to ensure we can keep up with demand that meet our client's high expectations.

You'll be required to carry our essential services for the project team as and when required working in a variety of commercial and industrial environments, this can be failed fuel tanks, fuel uplifts, emergency spill response, civil installations, ground works and much more, its key to have a wiliness to learn and to undertake all works in a professional manner.

The role will provide on the job training where you'll be shown skills and techniques by your peers, to also complement your development you'll undergo a selection of training supplied by our incredible third-party providers and time served industry leaders.

There are plenty of opportunities to specialise in a particular field such as driving, civils, engineering, electrical and installations.

Reporting to:

When working for Industrial Services you'll report to your team leader / supervisor / or site / project lead.

When working at the depots you'll be required to report & relaying information back to the distribution team, outer depot tasks will be panned in by the distribution management team.

Home Depot Duties:

- Maintain the Ind Ser & pool vehicle assets, this is to include pre-usage vehicle inspections, defect inspections, planned maintenance, essential repair.
- All Ind Ser vehicle assets are to be visually inspected / restocked and made ready for the next call out or project.
- Ind Ser assets which include pumping systems, transfer hoses, confined space, safety equipment and tankers are to be maintained ready for the next callout or project. All equipment to undergo routine maintenance.
- Stocktake of Ind Ser assets.
- To assist with Fuel depot, commercial workshop, and maintenance department tasks.
- Collect FOD and remove general rubbish.
- Clean and pressure wash company infrastructure.

Scorrier

Fuel Depot, Scorrier, Redruth,
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- Manually collect fuel samples from storage tanks.
- Check fuel storage tank bunds.
- Sample & inspect interceptors.
- Inspect and maintain sites drainage / aco systems.
- Empty slops tanks.
- Update notice boards.
- Paint and resurface areas as required.
- Clean tank internals as part of planned & preventive maintenance.

Outer Depot (Plymouth, Holsworthy & Tiverton) Duties:

- Collect FOD and remove general rubbish.
- Clean and pressure wash company infrastructure.
- Manually collect fuel samples from storage tanks.
- Check fuel storage tank bunds.
- Sample & inspect interceptors.
- Inspect and maintain sites drainage / aco systems.
- Empty slops tanks.
- Restock consumables at the outer depots.
- Update notice boards.
- Paint and resurface areas as required.
- Clean tank internals as part of planned & preventive maintenance.

Callout Duties:

- To assist with emergency callouts, spill response, tanker breakdown and recoveries, rollovers and other related incidents.
- Assist with emergency fuel deliveries & pump outs.

Project Duties:

- To assist with planned project works nationally.
- You'll be in a position where you can work and stay away from home.

Personal Traits:

- Honest.
- Trustworthy.
- Open minded.
- Respectful.
- Courteous.
- Hardworking.

Required Skills:

- Clean UK Drivers licence.
- A willingness to learn.

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Skills that would be beneficial:

- Background in Engineering or Electrical.
- Pressure washing, drain jetting or confined space experience.
- Civils, construction works either internal or external on domestic or commercial.
- Driving and operating different types of vehicles, plant and machinery.
- IT skills, familiar with using word processor and spreadsheets.

Eligible external training received based off performance:

- CITB site labours card.
- ADR awareness.
- Advanced spill response course.
- High risk confined space course.
- Water jetting.
- Forklift.
- Telehandler.
- Dumper.
- Abrasive wheels.
- CAT & Genny.
- OFTEC 50 oil introductory training course for new entrants.

Progression:

This is a basic entry level role for working within operations, you'll have exposure to all departments where you can show the required skills and personal traits essential for further advancement. Roles such as Ind Ser - Operative, Ind Ser - technician, Maintenance dept - OFTEC technician, Commercial Workshop - Trainee fitter, Distribution - Driver, Distribution - Routing.