


JOB DESCRIPTION

Position/Title	Banksman / Traffic Marshall	
Department	Yard	
Location	Station Road, Blackrod, Bolton	
Hours	47.5 per week, Monday to Friday 7.00am to 5.30pm Alternate Saturdays 7.00am to 12.00pm are also required	
Job Banding	Band 2	
Reports to	Yard Supervisor	
Accountable to	Operations Manager	
Other Key Relationships	Operations Director Managing Director Yard Administration Co-ordinator Yard Staff Health, Safety & Compliance Team	Head of Commercial & Planning Waste, Commodities & Planning Manager Weighbridge Team Transport Manager Suppliers & Contractors
General Summary	Responsible for directing the safe movement of vehicles and plant on or around site, ensuring compliance with Health and Safety procedures. Working closely with the Yard Management team and Weighbridge staff to ensure a smooth flow of traffic through the site, as well as supporting the effective running of the yard and shed.	
Core Responsibilities	<ul style="list-style-type: none"> • Direct safe movement of vehicles and equipment around the site. • Recommend and lay out safe on-site traffic systems to minimise the possible risk to personnel and other equipment, ensuring that people and vehicles are always kept at an appropriate distance. • Communicate clear, correct, and safe directions to plant operators and drivers, verbally and by radio and/or industry standard hand signals. • Manage traffic to ensure a smooth flow of traffic through the site, avoiding excessive queuing. • Communicate with Weighbridge teams to ensure drivers are directed to the correct areas in a timely manner. • Interact with drivers and contractors appropriately and represent the company in a professional manner at all times. • Effectively liaise and communicate, via two-way radio and in person, with the Transport team, Weighbridge Operators, Yard Operators, Workshop team, and other relevant site functions to overcome issues as they arise. • Report all near misses, accidents and hazards appropriately and in a timely manner. • Participate in 'Tool Box Talks' and any other required operational and Health & Safety training. • Ensure housekeeping and general cleanliness of the plant and equipment is maintained to a high standard. • Assist in the collection and sorting of materials where required. • Any other duties commensurate with the role to maintain business continuity, as instructed by the Yard Supervisors and/or other members of the Management team 	

Health and Safety	<ul style="list-style-type: none"> All individuals have a responsibility, under the Health and Safety at Work Act (1974) and any subsequent regulations, to ensure that the Company's health and safety policies and procedures are complied with to maintain a safe environment for our employees, customers, and site visitors. Challenge staff and site visitors who do not follow the site safety procedures. Assist in maintaining the health, safety, and welfare of people (including yourself) Follow the Company guidelines in reporting faulty or defective equipment. Ensure all staff, customers and visitors are wearing the appropriate PPE. Report any risks or near misses to the Health, Safety & Compliance Manager.
Personal and Professional Development	<ul style="list-style-type: none"> Undertake any necessary activities to ensure that your own professional qualifications are maintained. Ensure ongoing personal and professional development by participating in performance reviews as requested. Identify and undertake activities to develop knowledge, skills and understanding where any gaps have been identified.
Confidentiality and GDPR	<ul style="list-style-type: none"> All staff must maintain the confidentiality of information about the Company, employees, or our customers in accordance with the Data Protection Act 2018. Individuals must not, without prior consent disclose any information relating to the Company, employees, or our customers.
Governance	<ul style="list-style-type: none"> Support the Company to work within the specific regulations such as governance and frameworks for the industry.
Policies and Procedures	<ul style="list-style-type: none"> All employees and site visitors are required to comply with the policies and procedures in place at J. Dickinson & Sons (Horwich Ltd), without exception.
Company Values	

PERSON SPECIFICATION		
	ESSENTIAL	DESIRABLE
QUALIFICATIONS		Banksman / Traffic Marshall CSCS card or equivalent
EXPERIENCE	Previous experience as a banksman or traffic marshall	Experience within the recycling, waste, or comparable plant industries
SKILLS & KNOWLEDGE	Ability to quickly learn new tasks and follow instruction Able to quickly assess issues and problem solve Excellent verbal and non-verbal communication skills Ability to build excellent working relationships and gain respect and confidence of others Ability to work effectively, and to meet deadlines, in a fast-paced, high-volume operation	

	ESSENTIAL	DESIRABLE
SKILLS & KNOWLEDGE	<p>Able to work proactively, independently and on own initiative</p> <p>Good attention to detail</p> <p>Adaptable and able to work effectively as part of a team</p> <p>Ability to work collaboratively with other areas of the business to maximise productivity</p> <p>Able to react quickly and positively to instruction from management</p>	
OTHER	<p>Able to work outdoors for long periods and in all weather conditions, with appropriate PPE/equipment</p> <p>Demonstrates respect and care for company property and resources</p> <p>Able to carry out work which requires lifting/pulling, heavy lifting and physical effort</p> <p>Demonstrates commitment to own learning and development</p> <p>Relentlessly pursues the highest standards of performance required to deliver the best results for the company</p> <p>Reliable, punctual, and good levels of attendance</p> <p>Positive attitude to change and the need for flexibility in planning and behaviours</p> <p>A commitment to the values of J. Dickinson & Sons</p>	