

Job Description

Job Title	Pest Control Officer
Directorate	Neighbourhoods and Housing
Service Area	Pest Control and Animal Warden Service
Grade	5
Competency Level	1
Salary	£31,022 - £35,412
Job Type	Hybrid
Location	Victoria House
Disclosure and barring service (DBS)	Not applicable
Job Evaluation Ref No	R5643

Job Purpose

To work as part of a Team providing pest control services for Bin Refurbishment and Alleyway Programme.

Directly Responsible For:

Not applicable

Directly Responsible To:

Business Manager Pest Control and Animal Warden Service

Main Areas of Responsibility:

- To identify infestation, assess extent of infestation and treat accordingly. It will also involve district surveys as and when required and the keeping of appropriate records
- Installation and maintenance of bait receptacles, to include baiting and monitoring with accurate recording of information
- Physical check of euro bins and replacement of bungs where required
- Take part in public meetings for the programme as and when required
- To make referrals to other services/agencies as appropriate
- To advise service partners, the public or client on all aspects of pest control, including proofing of premises, and to participate in health promotion initiatives related to the Service
- To collect and safely dispose of hypodermic syringes and other forms of clinical waste, including contaminated articles
- To undertake testing with equipment such as CCTV, and if reasonably practicable, clearance of defective and stopped up drains, pipes and private sewers in relation to public health issues. This will include work in default.
- To advise those requesting the service of deficiencies and to submit reports as and when required
- To undertake such other work as may be required for the Service to deliver any contract secured (this will involve flexible working practices and will include carrying out work in default on Public Health Notices, work for other Council Departments and externally)
- To operate under the contractual overtime system of 14 hours plain time contractual overtime annually, under the directions of a line manager, and with appropriate notice given

- To maintain all equipment provided in good working order so far as is practicable and to report any defects to management
- To clean and check vehicles, prepare, load and carry all necessary good equipment and drive consistent with legal requirements
- To undertake training in all aspects of the work as may be agreed

Supervision and Management Responsibility:

- No supervisory or line manager responsibility

Budget and Financial Responsibility:

- Being fully accountable for managing the council's resources well and complying with statutory requirements. This includes managing time, avoiding unnecessary waste, reuse and recycle resources to reduce personal impact

Social Value Responsibility:

- Drive for social value through all activities, ensuring wider social, economic and environmental benefits for the council, residents and communities

Physical Demands of the Job:

- Ability to carry out potentially physically demanding tasks such as the lifting and carrying of heavy equipment, and digging
- Ability to work in confined spaces

Corporate Responsibility:

- Contribute to the delivery of the Council Plan

- Delivering and promoting excellent customer service, externally and internally.
- Commitment to customer excellence by dealing with customer feedback, including complaints, and learning from feedback in the drive for continuous improvement
- Making the council a great place to work, living the council's values, actively engaging in regular communications including team meetings, undertaking training as required and being responsible for managing own performance
- Develop the City Council's commitment to equal opportunities and to promote non-discriminatory practices in all aspects of work undertaken
- To ensure that all work functions are undertaken in accordance with health and safety legislation, codes of practice and the City Council's safety plan

Competency Framework:

We operate a competency framework, a set of core behaviours which define how we are expected to approach our work, how we perform in certain situations and how we treat each other. Each competency details the standards of behaviours and skills required by all staff and this in turn supports delivery of our aim and our council plans linking them together with our values.

The post holder will be required to demonstrate the ability to perform at the following competency level **1**.

[The competency framework can be found here.](#)

This job description is not intended to be either prescriptive or exhaustive. It is issued as a framework to outline the main areas of responsibility. You will be expected to carry out any other duties that may reasonably be required in line with your main duties and changing priorities of the organisation.

Person Specification

Assessment methods used: I = Interview, P = Presentation, A = Application, E = Exercise, T = Test, AC = Assessment Centre

Qualification and training

Essential

- Royal Society of Health Certificate in Pest Control or BPCA Diploma (A)
- Full Driving Licence (A)

Desirable

- Experience of working on own initiative or a part of a team

Experience

Essential

- Working with the public (A, I)

Desirable

- Experience of working on own initiative or as part of a team

Skills/Abilities

Essential

- Ability to communicate in written and oral formats (A, I)



- Numeracy skills for the calculation of pesticide / insecticide preparations (A, I)
- Ability to provide a confidential and sensitive approach to the work involved (A, I)
- Good inter-personal and customer care skills (A, I)

Desirable

- Awareness of health and safety legislation
- Ability to use mobile communications for the benefit of the Service

Commitment

Essential

- A willingness and commitment to undergo specific training, including enforcement procedures and practices (A, I)

Desirable

- An understanding of and a personal commitment to the Vision and Values of Liverpool City Council
- An understanding and commitment to Equal Opportunities in respect of Service Delivery

Other

Essential

- Ability to carry out potentially physically demanding tasks such as the lifting and carrying of heavy equipment and digging (A, I)

- Ability to work in confined spaces (A, I)