



JOB DESCRIPTION

Job Title: Day Team Leader
Reports To: Operations Manager
Location: Ferrybridge/ Parc Adfer / Kemsley / Skelton / Kelvin

Job Summary

This role is accountable for ensuring the consistent day-to-day, safe and compliant operation of the facility. Providing effective and visible Leadership of the Day Team Supervisor and the Day team operation, ensuring company targets related to a safe working environment, training, environmental and safety compliance, facility performance and equipment operating requirements are achieved.

During periods of scheduled and unscheduled maintenance periods the Day Team Leader may be required oversee the day-to-day operations of the Permit to Work system, ensuring all activities related to the "System" are carried out in accordance with enfinium Safety Rules.

Management accountability for the Day Team Supervisor and activities conducted by the day operations team will require a visible leadership style to ensure the highest operational standards are maintained throughout the operational period. Additionally, the role will have accountability for overseeing the Operations team management of Waste acceptance, processing, and contracts associated with the operations department (both permanent and temporary) to ensure adherence to health and safety, environmental, and operational protocols in all situations and conditions.

Essential Duties & Responsibilities

- Ensures the plant is operated with respect to safety, environmental and operational limits at all times, whilst maximising availability, reliability and efficiency.
- Responsible for leading and supervising team members, and other personnel, to ensure the facility is operated and maintained in a safe and efficient manner.
- Directs and co-ordinates resources to meet plant and business requirements.
- Ensures contractual requirements within the Power Purchase (PPA) and Steam Sales (SSA) and Fuel Service Agreement (FSA) are fulfilled.
- Serves as the Plant Manager's representative during periods when Maintenance and Operations Managers are unavailable.
- Maintains and enforces company policies and procedures, ensuring statutory and regulatory health, safety and environmental compliance is enforced.
- Responsible for monitoring plant performance, identifying and taking proactive measures to improve performance shortfalls.



- Utilising team resource and competence, be responsible for the delivery of the planned and first line maintenance, operational routines and testing requirements of the Plant.
- Responsible for ensuring that Plant is released for maintenance and routines inline with agreed planning schedules when supporting the shift operation.
- Enact the incident controller role as per the site's emergency response plan, including managing all emergencies safely.
- Ensuring all operational routine procedures, management of change (temporary or permanent), plant simulations are recorded, records maintained, communicated to relevant parties and completed in a timely manner.
- Train and develop the operational teams in safety procedures and equipment use, plant operating procedures and environmental standards and compliance.
- Implements and completes all corporate mandatory, role specific and development training programs and ensures continued professional development is mapped with the Operations Day Team, to ensure succession planning is proactively driven to support internal opportunities within the company.
- Responsible for the application, enforcement, administration and training of the company Safety Rules as a Senior Authorised Person.)
- Contract management of the industrial services, mobile plant, fuel and ash team service agreements. Optimises waste delivery, residue removal schedules and manages the consumption and replenishment of all process bulk consumables.
- Responsible for leadership, empowerment, and team development, conducting regular performance appraisals and talent identification, creating development plans and overseeing development through structured training program, which provides measurable improvements, succession planning and resource utilisation.
- Accountable Support in the completion of any investigation, grievance, or disciplinary process as required, ensuring these are managed against the company policy and procedure and conducted in a fair and measured way.
- Thoroughly and promptly investigates any accidents or near misses in conjunction with management team to ensure that any unsafe practices or conditions are addressed and eliminated immediately.
- Assists with the recruitment and selection of Operational team members ensuring that all vacancies in the team are recruited for within budgeted headcount and in a timely manner, assessing candidates through the recruitment process and offer.
- Creates work requests and reports defects through the Computerised Maintenance Management System (CMMS).
- Makes frequent rounds of the facility to ensure proper operation of equipment, materials storage and handling, facility security, cleanliness, safety, and environmental compliance.
- Serves as the Plant Manager's representative during periods when Management and Operations Managers are off-site.
- Writes reports, business correspondence, and operating procedures as required or directed and maintaining an accurate log of facility operations, activities, and events.



- Undertakes regular communication of key business issues and more local team-specific information through briefings, team meetings or one-to-one communication.
- Fosters and promotes a culture of teamwork between operational staff and all other plant staff.
- Anticipates typical problems, identifies potential or recurring problems, and takes appropriate action. Troubleshoot equipment and assists in diagnosing problem areas.
- Ensures that they are competent in the operation of other equipment including, but not limited to, industrial forklifts, man-lifts, skid steer type loaders, and other mobile equipment.
- Accountable for ensuring all inputs of waste and consumable deliveries etc, and outputs of products and residues, are recorded accurately and certified. Certifying that all data and paperwork is complete and accurate in accordance with company and legislative duty of care requirements.
- Ensures the operational team have schedules for spot and planned inspections of waste deliveries are adhered to and the collection of waste samples for duty of care, environmental, regulatory and safety compliance requirements.
- Accountable for ensuring that all mobile plant conforms to the appropriate vehicle checks and reports all defects immediately through the appropriate site channels. Conducting internal auditable checks to ensure due diligence around vehicle checks
- Reporting and deputising for the Operations Manager (as required),
- Performs other duties as assigned.

Supervisory Responsibilities

The jobholder has management responsibility for the Day Operations Supervisor, and the day operations team members and all roles fulfilled by them. Management of the industrial cleaning contract, auditing performance against contract, directing activities in a planned and ad-hoc basis to ensure enfinium standards are maintained. recruitment, selections, wellbeing and managing performance.

Will have delegated responsibility of the site out of normal office hours or in the absence of Senior management team.

Qualifications & Experience

The requirements listed below are representative of the desirable qualifications to perform the job.

- A minimum of 5 years' operational and maintenance experience in the power generation, EfW or other similar environment.
- Solid working knowledge of permit to work systems with experience as an SAP and HV switching.
- Knowledge and understanding of safe vehicle movement.
- NEBOSH General Certificate desirable.
- Knowledge of Waste Duty of Care, COTC or Waste Management.



- Professional memberships and certifications from groups such as the Institute of Mechanical Engineers (IMEChe), Institute of Occupational Safety and Health (IOSH), Chartered Institute of Waste Management (CIWM), or similar professional bodies.

Competencies

- Communicates clearly and concisely both verbally and in writing.
- Ability to work independently and take initiative where required.
- Able to delegate tasks and ensure follow-through.
- Analytical ability, enthusiastic and competent problem solver with a practical approach to solving engineering problems.
- A proven team leader who uses a critical thinking approach with excellent communication and organisational skills, able to manage, coach and motivate the operations team.
- Able to cope with numerous issues simultaneously and capable of prioritising tasks accordingly.
- Leads others and fosters an environment of teamwork and co-operation.
- Ability to implement and influence change.
- Manages a diverse workforce effectively.
- Trains and shares expertise with others.
- Maintains a positive attitude.
- Manages stressful situations professionally.
- Contributes to a positive team spirit and enhances plant morale.
- Accepts both positive and negative constructive feedback from others and makes adjustments to performance based on such feedback.
- IT literate.
- Demonstrates respect and sensitivity for cultural/work style and learning style differences.
- Treats people with respect.
- Works ethically and with integrity at all times and requires the same from staff.

Work Environment

The normal setting for this job is administrative office based with some extended periods out on operational plant and central control room / permit office as required. Listed below are key points regarding environmental demands and work environment of the job.

- Working a Monday – Friday 0800 – 1630 pattern, with a 30 minutes unpaid break
- May be required to provide shift rota cover as required to ensure continuous operation of the plant, working a rotating shift pattern that may include weekends and bank holidays.
- May be required to deputise for the Operations Manager once suitably experienced.



- Required to use motor coordination with finger dexterity (such as keyboarding, machine operation, etc) most of the workday.
- Required to exert physical effort in handling objects less than 20 kg.
- Will be exposed to physical occupational and environmental risks and must be capable of assessing these risks and applying suitable preventative measures to prevent injury.
- Exposure to a physical environment which involves dirt, odours, noise, weather extremes or similar elements.