

## Projects Works Supervisor

**Japanese Knotweed Ltd** and **Environment Controls** specialise in the control and removal of Japanese knotweed, other invasive plants/species, asbestos and other ground contamination, and amenity weed management, throughout the UK. We mitigate and solve the problems these issues cause for property developers, construction companies, facilities management companies, corporate clients, local authorities, housing associations and private homeowners. We pride ourselves on offering the best service in the industry.

**Our** people are brilliant – they are self-motivated and dedicated. They are reliable and conscientious, and all share the same vision. They are energized by delivering an outstanding service to our customers with transparency and accountability, and this is what makes us a market leader.

We aspire to employ the best people to work for us, people who can take ownership of their roles and who enjoy doing what they do best, for a friendly and caring company. You will be a well organised and problem-solving person who is motivated by delivering high standards and who takes pride in a job well done.

### Role Summary

The **Projects Works Supervisor** is a field-based role operating throughout the UK. This hands-on role involves carrying out the control and removal of differing forms of Invasive Weeds and asbestos in soils. Waste management and disposal of wastes either on-site or off-site. Primarily working on commercial land and construction sites overseeing a site team and representing the company brand.

### Main Responsibilities

- Undertaking the removal of knotweed, bamboo, invasive plants and soils via mechanical and manual excavations on either Commercial or Residential sites.
- Remediation of non-licensable asbestos in soils via mechanical/manual excavations and hand-picking.
- Contaminated soils management/removal via mechanical excavations.
- Installing ground separation membranes suitable for containing contaminated ground, and for the purpose of invasive weed retention (such as Japanese knotweed)
- Others works including target plant herbicide application works and vegetation clearance.
- Following the scope of works and work programme, Risk Assessments and Method Statements and update processes.
- Responsible for the H&S of yourself, other employees, and members of the public/customers on the site.
- Ensure correct use and maintenance of RPE/PPE used by site personnel including Implementing actions to address emergency situations and report to Management.
- Leading toolbox talks and giving Health & Safety direction to reporting staff.
- Maintaining accurate site diary records.
- Responsible for checking the condition and serviceability of hired plant on delivery, prior to use and documenting.
- Ensuring plant and equipment is maintained, all pre-use checks carried out and stored securely at the completion of each day.
- This list is not exhaustive

### Skills Required

- In depth knowledge and experience in remediating a broad range of Invasive Weeds
- Able to document methods of control and verification reports.
- CPCS Blue Qualifications in excavator above & below 10T.
- CSCS Skilled labourer /site worker H & S Certificate.
- SSSTS - Supervisor Safety Training Scheme certificate.
- CPCS Qualification in forward tipping dumpers.

## NATIONAL SPECIALIST CONTROL SERVICES

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- Service location certificate (CAT scanner).
- PA1 & PA6 & Ideally PA6W - Spraying certificates.
- LANTRA Brushcutter certificate.
- Emergency First Aid at Work.
- A full UK driving licence and General MS Office IT capability.

### Desirable Skills:

- Knowledge and experience in remediating contaminations, including Asbestos.
- Able to document methods of control and verification reports.
- Ability to train others in this knowledge.

### General Information

- Based from your home address, you will travel each day to site.
- You will be reporting to the Project Works Manager.
- As required, keeping up to date with medical certifications and respiratory certificates.
- An office team will co-ordinate and collate site contract information.
- You will be required to follow the scope of works and work programme, Risk Assessments and Method Statements.
- You will maintain a detailed record of work which will include photographs, site diary, marking up site plans and communicate via email and Sharepoint.
- You will be required to travel to many parts of the UK during the course of your work and will stay away overnight. All accommodation is sourced and paid for by the company.
- You will be provided with a van, fuel card, parking apps and all relevant tools and a mobile phone.
- You will need internet access for you to communicate from home as required.
- Training as and where necessary on in-house systems will be arranged.

### Work Times

This is a permanent, full time position working Monday to Friday. The hours worked per day/week will vary to meet the demands of the job with the aim to work 8 to 8 1/2 hours on site per day, including a half hour lunch. There will be early starts and some late finishes and travelling time will vary according to where the site is located.

### Benefits

Competitive salary.

Salary sacrifice pension.

We offer 23 days holiday entitlement (pro rata for part time employees), to be taken follows:

12 days - Winter period during November to April.

11 days - Summer period during May to October.

8 days - Bank holidays.

We also operate a holiday buy back scheme. Up to 17 additional holiday days (subject to management agreement) can be bought back and these days can only be taken during the winter holiday period of January to April.

## WHAT WE ARE EXPECTING

- a) Occasionally attend site in advance of the works commencing to assess access, and machinery requirements. This may have already been undertaken by the Projects Works Manager.
- b) Initial information for your site is to be found on your calendar: Contract Number and Start Date
- c) Operational information, including RAMS will be sent to your phone/tablet.
- d) Prior to commencing: Read and understand all operational information as supplied by Project Works manager (Scope of works, RAMS, works programme)
- e) Induct site team and ensure that all read and sign the RAMS
- f) Lead a team to carry out works – liaise with client/site manager – in a safe, clean and efficient manner
- g) Adjust quantity and delivery times of haulage for removal of knotweed and import of backfill. This may include contacting the landfill.
- h) Take photos of progress, form filling (haulage tickets), Site Diary, marked up site plan.
- i) Daily contact with Project Management Team.

## TYPICAL RANGE OF SITES

### Commercial Projects – Excavate and Remove, Excavate and Relocate

QUICK TURNAROUND, LARGE KIT (13t excavator, 9 tone dumper), 10-15 LORRIES A DAY

Typical duration: 1 – 5 days.

Typical volume: 5 – 30 cart away loads (100 – 600 tonne).

### Residential Projects – Excavate and Removal, Root barrier and Backfill

LABOUR INTENSE (hand tools, breakers, small excavators)

Typical duration: 2 – 10 days

Typical volume: 1 – 4 cart away loads with soil in / backfill (10 – 80 tonne).

## REQUIREMENTS

- Be able to use smart phones and mobile technology to update company documents, word and excel. Marking up site plans.
- Excellent Communication with Project Works Manger, site team and client
- Time management (on site and ensuring paperwork done in a timely manner).
- Organised, aware, attention to detail.
- Problem solving and use of initiative.
- Health and Safety aware.
- Skill to install root barriers

## TO APPLY

Contact: [hr@knotweed.co.uk](mailto:hr@knotweed.co.uk)