



Role Profile

Team Manager (Commercial Services)			
Reference No:	SS2326		
Service:	Fife Resource Solutions LLP		
Job Family:	Transportation/Roads/Waste	Grade:	FC9

Purpose
To be responsible for the management of Energy for Waste (EfW) supply, waste disposal and processing contracts, and commodity trading, including managing contracts in excess of £25 million per annum for Fife Resources Solutions. Ensure the efficient and effective management of contracted haulage and external contracts relating to the supply of EfW. Provide management to a team dedicated to delivering an efficient and effective service to customers in relation to access of EfW plants.

Task or Responsibility - For this role, there is an expectation that all, or a combination, of the following will be undertaken:	Person Specification: Skills, Knowledge, Qualifications or Experience - Criteria can apply to more than one task or responsibility	E	D
Managing Fife Resource Solutions fuel supply contracts with EfW plants and ensuring the efficient commodity trading including the logistics and commitments.	Educated to SCQF level 8, which includes an HND or equivalent, ideally in an environmental or business development relevant subject Extensive relevant industry experience	✓	
Managing a team that are responsible for the supply of EfW contracts, tender submissions and commodity offtake. Work closely with other teams (HR, Finance, Landfill Managers, Compliance, Health and Safety, Procurement)	Experience in managing a multi-skilled team or group of employees Knowledge of national environmental policies, legislation and issues related to Local Government.	✓	

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Assist with the brand development and promotion of Cireco. Preparing and co-ordinate reports for the Service Manager and operational managers of the need for change, innovate or invest in new technologies, new processes or ways of working.	Experience in engaging with internal and external policy developers	✓	
Ensuring the provision of high-quality account management and associated reports to key EfW and Commodities Trading Partners, leading on the resolution of issues and identifying improvements to service provision.	Contract Management experience	✓	
Direct, manage and control the haulage booked with external hauliers to ensure a consistent and reliable movement of material between FRS sites and external collection or disposal locations. Direct, manage and control the identification of markets and external partners for the off take of material streams created by FRS, ensuring compliance with regulatory requirements and internal compliance standards. Ensuring market value for commodities created by FRS by continuously monitoring the materials markets and maintaining contact with off takers to ensure market value is achieved. Advising and proposing, to senior managers and operational managers, alternative material offtake arrangements, where appropriate, to ensure a consistent and reliable service is maintained.	Organisational skills	✓	
Implementing and reviewing performance indicators to enable effective and consistent monitoring of commodity trading performance, e.g. performance indicators for reporting. Ensuring quality and specification standards are met by assessing and liaising with operational teams with regard to both the materials categories created by FRS and the EfW material.	Experience of performance monitoring	✓	

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Direct, manage and control responses on appropriate tenders, ensuring the completion and timely submission of tenders.	Experience of policy development/appraisal	✓	
Advising and persuading senior managers and operational managers of the need to change, innovate or invest in new technologies, new process or ways of working. Providing a leading role in the identification and implementation of new technological and software solutions within FRS.	Associate or full member of the relevant Professional Association (e.g. CIWM, IEMA) Project management qualification e.g. PRINCE2 Project management skills Significant experience in the development and delivery of policies, procedures and processes in relation to Waste Management Operation.	✓ ✓	✓ ✓
Preparing and co-ordinating reports for the Service Manager and Senior Management Team, its committees or working parties and to attend meetings and present reports when required. Manage EfW and Commodity offtake to ensure they support the delivery of and align with the FRS Strategic Business Plan. Managing the undertaking of audits to support the FRS's objectives and to ensure supplier compliance EfW material specification and commodity processors regulatory compliance.	Knowledge of Waste Management Operations and technologies.	✓	
Assisting with the monitoring of budgets in relation to EfW and Commodities.	Knowledge of budgets, accounts and profit and loss process.	✓	
Ensuring EfW contracts with both suppliers and customers are monitored and adhered to.	Time management skills Excellent communication skills Leadership skills	✓ ✓ ✓	
Managing the development and undertaking of awareness raising/promotional activity to meet FRS's objectives, including management of online presence e.g. website, social media, event preparation management and marketing campaigns.	Experience of Social Media tools		✓

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Undertaking all other duties as required for the role. Duties will be in line with the grade.			

Additional tasks or responsibilities – this is a generic role, however this particular job may also require you to undertake the following:			
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Type of Protection of Vulnerable Groups Scheme (PVG Scheme) or Disclosure Check required	
Before confirming appointment: You may be required to obtain PVG scheme membership or a Disclosure check. Please refer to the job advert for clarification of the specific requirement.	
Additional Information – the following information is available:	Expected Behaviours
- Skills Framework (if applicable) How we work matters	Every council employee is expected to lead the way by making decisions and behaving in ways that uphold our community commitments and values. Please refer to How We Work Matters Guidance to learn more.