**B&M Waste Services**

ROLE PROFILE: Van Driver/ Operative (Shredding)

**Location:** Bromborough, Wirral

**Working hours:** 40 hours Monday - Friday

**About**

B&M Secure Shredding provides reliable confidential shredding and destruction services for all confidential material. Our on-site shredding, off-site shredding, confidential data destruction and paper shredding services are compliant, secure and designed to ensure total peace of mind for our customers.

B&M Secure Shredding promises to remove the risks associated with the disposal and destruction of confidential documents by providing secure shredding services to BSIA standards. We meet the highest quality standards to keep customers compliant with the General Data Protection Regulations (2018). Our mobile document shredding trucks are available to visit client sites and are operated by a fully approved and advanced security vetted (SVS checked) team. We always provide a certificate of destruction to document the safe disposal of all client confidential data.

Our secure shredding services cover the breadth of the North West including Wirral, Liverpool, Manchester, Warrington and Wigan.

**The role**

Driving a vehicle across the North West region to collect all confidential material for shredding and destruction ensuring compliance with GDPR at all times.

**Responsibilities:**

* Communicating with the customer on arrival at site in a professional, friendly and efficient manner
* Ensuring exceptional customer service at all times
* Rerouting collections / drops, ensuring that any route alterations are reported correctly
* Collecting, exchanging and delivering consoles, sacks and 240lt bins
* Completing collections effectively and efficiently
* Carry out daily vehicle checks and report any defects
* Ensuring company vehicles are kept in excellent condition
* Processing of materials; operating the on-vehicle shredding machine, adhering at all times to the highest safety standards
* Completing all necessary paperwork and reporting daily
* Comply with Data Protection and GDPR throughout all activities

**Skills and experience**

* Experience in a multi drop/collection environment
* Excellent geographical knowledge
* Full, clean UK driving license
* Excellent time management skills
* Class 1 or Class 2 license would be advantageous

**Personal profile**

* Positive attitude
* Excellent interpersonal and communication skills
* Conscientious
* Strong work ethic with a ‘hands on’ approach
* Flexible
* Self – motivated

**Company info**

* The Health, Safety and Wellbeing of our employees is very important to us.
* It is your responsibility to take reasonable care of your own and other people’s Health and Safety and must cooperate with us on Health and Safety matters.
* You will represent the company in a professional capacity at all times.