**Lloyd & Gravell Ltd.**
**Job Profile - Site Operative/Labourer**

**Post:** **Site Operative / Labourer**

**Accountable to:** **Site Manager/Foreman**

**General Responsibilities:** **To undertake general site operation works as directed by members of the site management team and craftsmen. This will involve a variety of tasks that are essential for the successful completion of construction projects along with working inside and outside in all weathers and often at heights.**

**Lloyd and Gravell became an EOT in March 2026**

**Key Responsibilities:**

1. Assist and support the respective Craftsmen in the preparation of work areas e.g. provision of materials, preparation of ground for building, marking out and digging shallow holes and trenches for foundations and drains, transporting, stacking, removing materials, erecting hoardings, safety signs, barriers etc.

2. Ensure that all tools used on the job are safe to use, cleaned after use, stored correctly and are used properly and safely. The personal protective equipment (PPE) issued must be always used for the purposes intended.

3. Ensure that the work area is kept clean, tidy and secure to avoid unnecessary hazards.

4. Using a variety of hand and power tools, including mechanical mixers.

5. Assist in eliminating the waste of materials used on the job i.e. communicating with Craftsmen on the quantities of mixes required and ensuring that materials are stored properly to avoid damage etc.

6. To have the ability to work independently and as a member of a team to achieve the deadlines and timescales associated with the job.

7. To develop and maintain effective working relationships with service delivery team and subcontractors.

8. To ensure that all work is undertaken in compliance with the Health & Safety at Work Act, Company Policies, Procedures and statutory requirements.

9. Postholders designated as van drivers will be responsible for the timely collection and return of employees to a designated collection and drop off area. They will be responsible for ensuring that the vehicle is kept clean/tidy, fuel levels etc. are maintained, undertake daily vehicle checks, defect reporting and recording as appropriate.

10. To ensure that customer care remains the focus on all projects.

11. To undertake any other duties appropriate to the post as directed by Director(s) or members of the Site Management Team.

## Person Profile - Site Operative/Labourer

| Qualification/Competencies | Essential | Desirable | Assessed by: |
|---|---|---|---|
| CSCS Card Site Operative. Candidates not in possession of the relevant CSCS Card will be required to obtain the relevant card following appointment. | | ✓ | Application Form/ Certificates |
| Other Health Relevant Health & Safety Training i.e. Health & Safety Awareness, Asbestos Awareness, Manual Handling, Working at Height and Abrasive Wheels. | | ✓ | Application Form/ Certificates |
| **Experience** | | | |
| Previous experience in construction work. | | ✓ | Application Form/ Interview |
| Previous experience in manual work. | | ✓ | Application Form/ Interview |
| **Knowledge** | | | |
| Basic knowledge of labouring/construction work. | | ✓ | Application Form/ Interview |
| Basic awareness of importance of health and safety issues. | | ✓ | Application Form/ Interview |
| **Job Related Skills** | | | |
| Customer focus skills | ✓ | | Application Form/ Interview |
| Clean Full Driving License | ✓ | | Application Form/ Interview |
| **Personal Skills** | | | |
| Flexibility | ✓ | | Application Form/ Interview |
| Willingness to undertake training | ✓ | | Application Form/ Interview |
| Ability to work as part of a team | ✓ | | Application Form/ Interview |