



Role Profile

Role Details			
Role Title	Asbestos Operative	Section	Asbestos
Division	City Building (Glasgow) LLP	Report To	Asbestos Operations Manager
Grade	£37,125	Date Completed	18 November 2024

Company Overview

As one of Scotland's largest construction companies, we provide a range of repairs and maintenance, manufacturing, construction, and refurbishment activities across the public, private and third sectors.

As well as providing the largest construction craft apprenticeship programme in Scotland, we also operate Royal Strathclyde Blindcraft Industries (RSBi), one of the largest supported manufacturing businesses in Europe. RSBi employs just under 200 people, more than 50% of whom have a disability.

Our unique social ethos of building a sustainable future underpins our drive to deliver excellence across a wide range of high-quality construction and manufacturing operations. These include Repairs and Maintenance, Design and Build Construction projects, New House Building, major investment and refurbishment, manufacturing and specialist services including district heating, solar thermal and solar PV installations.

Our Values

Community – To build more sustainable communities through social, economic and community engagement.

Trust – To be trusted by our employees, clients, and partners.

Ambition – To do more for our client and partners and provide more opportunities for our employees.

Honesty – To promote at all times in our communication.

Excellence – To deliver quality in everything we do.

Our Mission Statement

'**Building a Sustainable Future**'. To contribute excellence in construction, repairs, maintenance, manufacturing and training to our customers, our employees, partners, suppliers, and the local communities in which we work.

Benefits

As part of City Building, we offer sector-leading benefits package, the successful candidate will receive the following:

- A rewarding career with a competitive salary.
- Access to contributory pension scheme – Strathclyde Pension Fund.
- Excellent annual leave entitlement
- Enhanced maternity, paternity, and adoption/shared parental leave.
- Access to excellent health and wellbeing initiatives.
- Access to a discounted gym membership.
- Access to a savings rewards scheme
- Facility to make payments directly from your salary.
- Workplace parking and more.

Role Summary

The Asbestos Operative plays a critical role in ensuring the safe, efficient, and compliant removal and management of asbestos-containing materials (ACMs) in various construction and refurbishment projects. This role demands adherence to strict health and safety standards, regulatory requirements, and a proactive approach to risk management, ensuring minimal exposure to asbestos fibres while maintaining high levels of quality and professionalism.

Key Responsibilities

- Safely remove, repair, or manage asbestos-containing materials (ACMs) in line with Health and Safety procedures.
- Use and maintain personal protective equipment (PPE) and respiratory protective equipment (RPE) to protect against asbestos exposure.
- Monitor and record exposure levels, ensuring all tasks are carried out safely and within legal limits.
- Conduct on-site risk assessments and method statements (RAMS) to mitigate risks associated with asbestos work.
- Ensure all asbestos work complies with relevant regulations, including the Control of Asbestos Regulations 2012.
- Maintain accurate records of asbestos removal activities, including exposure logs and air monitoring results.
- Be prepared for site audits and HSE inspections to confirm adherence to safety protocols.
- Maintain personal hygiene and cleanliness on-site, including showering and proper disposal of contaminated materials.
- Regularly inspect, clean, and maintain PPE and RPE to ensure their effectiveness.
- Work effectively as part of a small team or independently, ensuring all tasks are completed safely and efficiently.
- Collaborate with colleagues, supervisors, and clients to achieve high-quality results.
- Communicate with clients, public, and colleagues to explain safety procedures and reassure them about asbestos risks and the control measures in place.
- Report any issues, delays, or safety concerns to supervisors in a timely and clear manner.
- Participate in continuous training and development opportunities, including HSE medicals and refresher courses, to stay up to date with safety protocols and best practices.

At the date of preparation this role profile provides a comprehensive overview of the position. It is not an exhaustive list of all possible duties, and it is recognised that this role may evolve over time. Consequently, this is not a contractual document, and the post holder will be required to perform any other duties to the equivalent level that are necessary to fulfil the purpose of the job.

Role Outputs

Role Output:	Includes the Requirement to:
Safe Asbestos Removal and Management	<ul style="list-style-type: none">- Adherence to Safety Standards, follow Health & Safety procedures and risk management protocols to ensure safe working conditions and compliance with HSE Guidance.- Properly wear and maintain Respiratory Protective Equipment (RPE) and Personal Protective Equipment (PPE) at all times to protect yourself from asbestos exposure. This includes inspecting, cleaning, and correctly wearing a half-mask or full-face RPE as required. Regular face-fitting is mandatory.- Ensure daily monitoring and recording of asbestos exposure, with regular personal air monitoring throughout the year to track and prevent unsafe exposure levels.

	<ul style="list-style-type: none"> – Follow site-specific Risk Assessments and Method Statements (RAMS) to assess and mitigate hazards before and during work. Identify new or emerging risks and take necessary actions. – Manage tasks according to the job scope, whether for simple repairs or full removal of asbestos-containing materials. Handle complex jobs professionally and methodically.
Ongoing Training and Professional Development	<ul style="list-style-type: none"> – Complete all necessary training, including HSE Medicals, annual refresher training, and training for Non-Licensed (NLW), Notifiable Non-Licensed Work (NNLW), and Licensed Work. – Be open to mentorship by more experienced operatives and supervisors during the first 12 months to ensure competency and safety in your work.
Personal Safety and Hygiene	<ul style="list-style-type: none"> – Shower on-site for licensable jobs (twice per day) or use designated changing and shower facilities for other tasks. Adhere to all cleanliness procedures to prevent contamination of work areas. – Maintain, clean, and inspect all provided protective equipment, ensuring it meets safety standards and is used correctly throughout the workday. – Dispose of disposable coveralls and any contaminated materials properly after each task to maintain a contamination-free working environment.
Health Safety, and Environmental	<ul style="list-style-type: none"> – Carry out work in accordance with the Health and Safety at Work Act 1974 – Ensure that all Health & Safety requirements are adhered, including compliance with asbestos removal licenses. – Ensures safety protocols are being followed, use PPE, clean shaven, and work in a safe manner. – Be prepared for regular audits by the HSE and internal safety reviews to ensure procedures are followed, and corrective actions are implemented where necessary. – Report all Incidents and Accidents at the earliest opportunity. – You will ensure that waste materials are disposed of responsibly and in accordance with environmental regulations, recycling or reusing materials wherever possible.
Compliance with professional, regulatory, statutory, and corporate requirements.	<ul style="list-style-type: none"> – Comply with and implement all City Building Policies and Procedures. – Act ethically and with integrity. – Comply with building standards.
General	<ul style="list-style-type: none"> – Attend all Training, Meetings, and Toolbox Talks assigned to your role. – Complete all compulsory GOLD and Safety Media training for your role. – Establish, develop, and maintain effective working relationships with all work colleagues.

Key Behaviors and Competencies

Our Asbestos Operative will demonstrate the following behaviours and competencies:

Behaviours and Competencies:

Includes the requirement to:

Technical Competence	<ul style="list-style-type: none"> – You must possess the ability to accurately identify asbestos-containing materials (ACMs) and understand the risks associated with them. – Be fully competent in using PPE and RPE correctly and consistently. Operatives must be able to follow Health & Safety guidelines, including HSE regulations and RAMS (Risk Assessment/Method Statements) for all tasks.
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	<ul style="list-style-type: none"> – Safe and compliant execution of asbestos removal tasks, minimising risk of exposure.
Health, Safety and Environmental	<ul style="list-style-type: none"> – Operatives should exhibit a proactive approach to health and safety, taking responsibility for personal safety and that of others. This includes adhering to all safety protocols, wearing appropriate PPE/RPE, must be clean shaven, and ensuring the work area remains safe at all times. – Reporting all safety incidents, accidents, and near misses. Ensure that all asbestos waste is disposed of properly and in accordance with environmental regulations. – A work environment that prioritises safety and minimises exposure to asbestos and other environmental hazards.
Communication and Client Interaction	<ul style="list-style-type: none"> – Operatives need to communicate risks, safety procedures, and job updates to clients and team members. This includes reassuring clients about the safety of the work being undertaken and responding to their questions in a professional manner. – Effective communication with clients, ensuring they are kept informed and confident that all safety measures are being followed, especially when dealing with sensitive information. – Positive relationships with clients, a clear understanding of asbestos risks, and customer satisfaction with the work being carried out.
Teamwork and Collaboration	<ul style="list-style-type: none"> – Operatives must work cooperatively with colleagues, including supervisors and other operatives, to complete tasks efficiently. They should also be capable of working independently when necessary, ensuring that all safety protocols and procedures are followed. – Smooth workflow, clear communication between team members, and efficient task completion.
Trust and Confidentiality	<ul style="list-style-type: none"> – You must ensure that any sensitive information is handled confidentially and responsibly. – Build and maintain trust with all stakeholders by consistently handling confidential matters with professionalism and respect.
Ethical and Professional Integrity	<ul style="list-style-type: none"> – Able to demonstrate honesty and transparency in all professional dealings, particularly regarding survey findings and reporting. – Adhering to high ethical standards, maintaining the reputation of the organisation, and ensuring the confidentiality of sensitive information.

Person Specification

You will have previous experience or interest in working within the construction or refurbishment sectors, with exposure to health and safety practices. A strong commitment to health and safety, especially in high-risk environments such as asbestos management. You will possess the ability to understand and follow detailed Risk Assessment and Method Statement (RAMS) procedures. You will have knowledge of or willingness to learn about asbestos, its risks, and safe handling procedures.

You will possess excellent communication skills for interacting with colleagues, supervisors, clients, and the public. The ability to work both independently and as part of a team, demonstrating a high level of reliability, responsibility, and safety awareness. You must demonstrate a proactive approach to maintaining safety for oneself and others on-site. As well as the ability to conduct on-site risk assessments and identify hazards related to asbestos tasks. Experience in a trade (e.g., joiner, electrician, plumber) is beneficial but not essential to the role.

Requirements

Qualifications/Licence/Certification/Experience level...

- Full driving license

Interdependencies

- Asbestos Surveys and Removal Manager
- Asbestos Removal Section Contract Manager & Operations Managers
- Asbestos Compliance Manager
- Asbestos Supervisor
- Administrators
- Other City Building Trades
- City Building HSEQ Team
- All personnel within City Building, Wheatley Housing Group, and Glasgow City Council involved directly or indirectly in working safely with asbestos.

Conditions

Your normal place of work will be 350 Darnick Street, Glasgow G21 4BA, but City Building has the discretion to place you in any establishment within their control.

Your contracted hours of work will be 35 hours per week to be worked to suit the needs of the business.

You will operate at all times within the framework of the LLP terms and conditions and with due regard to all Health and Safety and welfare legislation, in particular the Control of Asbestos Regulations (2012) and HSE Guidance HSG264 – Asbestos: The Survey Guide.