

POSITION DESCRIPTION

Position Title: Solid Waste Collector
Department: Public Works
Division: Solid Waste
FLSA: Non-Exempt
Retirement: KPERS
Effective Date: January 26, 2018

GENERAL PURPOSE

Performs a variety of unskilled and semi-skilled work and operates a variety of equipment in the collection of solid waste.

SUPERVISION RECEIVED

Works under the immediate supervision of the Solid Waste Foreman and Equipment Operator I/II.

SUPERVISION EXERCISED

Generally none, but may be required to work as lead crewmember with assigned temporary personnel.

ESSENTIAL DUTIES AND RESPONSIBILITIES

(Duties listed below do not include all tasks which may be performed.)

- Performs as a solid waste collector over a designated route picking up solid waste containers including recyclable or yard waste as assigned and depositing the containers into a collection vehicle.
- Operate a pickup truck and attached trailer while picking up recyclable or solid waste from residents as needed and transport to a final destination.
- Be able to work a flexible schedule as needed to complete a regular 40-hour workweek.
- Make special collections as assigned.
- Notes variances to prescribed service.
- Maintains radio or other communications with the office to receive or report variances to standard operations.
- Observes surrounding conditions such as citizens, equipment, property, etc. in order to assure that solid waste is collected in a safe manner; regulates traffic in hazardous conditions in order to assure safety conditions for the collection personnel and the general public.
- Assists with the twice weekly cleaning of all Solid Waste equipment.
- May on occasion be required to drive vehicle for a duration not to exceed 30 consecutive days to a sanitary landfill, transfer station or compost facility and unload collection vehicle.
- When required to operate a vehicle, will conduct an inspection of tire pressures, hydraulic pressure, air tanks, hydraulic fluids, transmission fluids, power steering fluids, lights and other critical parts of assigned equipment prior to the execution of the daily task.
- Performs routine inspection and preventative maintenance on assigned equipment and refers defects or needed repairs to supervisor.
- Maintains a variety of records relating to inspections, maintenance activity, collection activity, etc., when required to operate solid waste equipment.

- Responds to complaints at the curb, resolves complaints within scope of authority, and explains actions to supervisor.
- Performs all duties in conformance to appropriate safety and security standards.
- May perform other duties as assigned.

PERIPHERAL DUTIES

May serve on various employee or other committees as assigned.

MINIMUM QUALIFICATIONS

Education and Experience:

- (A) Graduation from high school education or GED equivalent.
- (B) Minimum six (6) months experience in the operation of trucks and other light automotive and non-automotive equipment.
- (C) Minimum six (6) months experience with physical labor.

Necessary Knowledge, Skills, and Abilities:

- (A) Some knowledge of equipment, methods and procedures used in solid waste, recyclable collection activities; the hazards of applicable safety rules and precautions involved in equipment operation; traffic laws and ordinances.
- (B) Skill in operation of some of the listed tools and equipment.
- (C) Ability to perform heavy manual tasks for extended periods of time; Ability to complete tasks in an efficient manner within scheduled timeframes; Ability to work safely; Ability to establish and maintain effective working relationships with employees, supervisors and the general public; Ability to understand and carry out written and oral instructions; Ability to work a flexible schedule.

SPECIAL REQUIREMENTS

Possess a valid driver's license and be able to obtain CDL license within 120 days of employment.

TOOLS AND EQUIPMENT

Motorized vehicles and equipment, including packer truck, recycling collection truck, utility truck, dump truck, hydraulic lifts, roller, skid loader, common hand and power tools, wrenches, shovels, rakes and mobile or portable radio.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, feel or operate objects, tools, or controls and reach with hands and arms. The employee frequently is required to stand and walk and sit. The employee is occasionally required to hear and talk.

ESSENTIAL JOB FUNCTIONS WORKSHEET

Employees in this position are required to meet the following requirements:

Place an X in the appropriate column

POSITION TITLE: **Solid Waste Collector**

A-Rarely or Never B-Periodic (Not Every day) C-Frequently (Sometimes each day) D-Daily (All or most of the time)	A	B	C	D	A-Rarely or Never B-Periodic (Not Every day) C-Frequently (Sometimes each day) D-Daily (All or most of the time)	A	B	C	D	A-Rarely or Never B-Periodic (Not Every day) C-Frequently (Sometimes each day) D-Daily (All or most of the time)	A	B	C	D
PHYSICAL FACTORS					PHYSICAL STRENGTH: LIFTING-PUSH/PULL WHILE STANDING					HEARING DEMANDS				
1. Standing/Stationary			X		1. Semi-Sedentary (up to 10 lbs)			X		1. Normal noise levels				X
2. Standing/Moving About			X		2. Light work (10-20 lbs)			X		2. Constant low level noise				X
3. Sitting		X			3. Medium work (20-50 lbs)			X		3. Occasional loud noise				X
4. Climbing			X		4. Heavy work (50-100 lbs)		X			4. Constant/very loud noise				X
5. Balancing			X		5. Over Heavy work (100+ lbs)	X								
6. Stooping			X											
7. Kneeling			X		CARRYING-PUSH/PULL WHILE MOVING					HAZARDOUS CONDITIONS				
8. Crouching			X		1. Semi-Sedentary (up to 10 lbs)			X		1. Respiratory irritants-dust, fumes, gases				X
9. Crawling	X				2. Light work (10-20 lbs)			X		2. Skin irritants-dust, fumes, gases				X
10. Reaching			X		3. Medium work (20-50 lbs)			X		3. Allergic irritants-dust, fumes, gases				X
11. Handling			X		4. Heavy work (50-100 lbs)		X			4. Wet work-hands				X
12. Fingering			X		5. Very Heavy work (100+ lbs)	X				5. Wet work-feet				X
13. Talking/Speaking			X							6. Operation of heavy equipment		X		
14. Driving		X								7. Climbing ladders		X		
15. Smelling				X						8. Working in high places		X		
16. Object Manipulation		X			VISUAL DEMANDS					9. Use of electrical equipment		X		
17. Grasping				X	1. Near vision			X		10. Use of sharp utensils		X		
18. Pinching			X		2. Far vision			X		11. Sensitivity to extreme temperature variations				X
19. Turning			X		3. Depth perception			X						
20. Twisting (wrist/arm)			X		4. Accommodation			X						
21. Walking				X	5. Color Vision			X		MENTAL DEMANDS				
22. Squatting				X	6. Field of Vision			X		1. Reading ability		X		
23. Twisting (upper body)				X						2. Written language ability		X		
24. Simultaneous Movement				X						3. Mathematical ability		X		
25. Hearing				X										
26. Touching				X										
27. Other														