

CITY OF HUMBOLDT JOB DESCRIPTION AND SPECIFICATIONS

Job Title:	Solid Waste / Recycling Collector	Incumbent:	Multiple
Department:	Sanitation	Reports to:	Sanitation Superintendent
		FLSA Status:	Nonexempt

JOB SUMMARY

To perform all duties required to collect and dispose of solid waste for residential and commercial residents of the City and collect and dispose of recycling for residential customers of the City.

REPORTING

Works under the direction of the Sanitation Superintendent.

DUTIES AND RESPONSIBILITIES

Collect and dispose of all solid waste and recycling collected in a house-to-house operation for residential customers and an organized schedule for commercial customers, either with pick-up, garbage truck, or recycling truck.

Collect compost.

Maintains pick-ups, garbage truck and recycling truck, including oil changes, repairs, etc.

Performs regular maintenance in and around the solid waste/recycling shed.

Keep accurate records of all maintenance related to mowers, trimmers, vehicles, etc.

Performs all duties in conformance to appropriate safety and security standards.

Operates light and heavy machinery at times and must be aware of safety features of each piece of equipment and proper safety on the job.

Operates trucks of various sizes and weights in loading, hauling and unloading of various equipment, materials and supplies.

Assists Parks Department when needed.

SPECIFICATIONS

Skills and Abilities

Ability to perform heavy manual tasks for extended periods of time; ability to work safely; ability to communicate effectively verbally and in writing; ability to establish and maintain effective working relationships with employees, other departments and the public; ability to understand and carry out written and oral instructions.

Knowledge of basic first aid procedures.

Valid Iowa Class B Commercial Driver's License with air brakes designation, or ability to obtain one prior to employment.

Ability to operate motorized vehicles and equipment, including dump truck, pickup truck, garbage truck, garbage scooter, skid steer loader, saws, pumps, compressors, sanders, generators, common hand and power tools, shovels, wrenches, detection devices, mobile radio and phone.

Educational Development

Graduation from high school or GED equivalent.

Experience

Knowledge of light duty truck repair and maintenance as would be acquired through up to a year of related experience.

Physical, Mental and Visual Effort

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 talk or hear. The employee is occasionally required to walk; sit; climb or balance; stoop, kneel, crouch, or crawl; and smell.

The employee must frequently lift and/or move up to 50 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception; and the ability to adjust focus.

Working Conditions

While performing the duties of this job, the employee regularly works in outside weather conditions. The employee occasionally works near moving mechanical parts and is occasionally exposed to wet and/or humid conditions and vibration. The employee occasionally works in high, precarious places and is occasionally exposed to fumes or airborne particles, toxic or caustic chemicals, and risk of electrical shock.

The noise level in the work environment is usually loud.

DISCLAIMER CLAUSE

I have carefully read and understand the contents of this job description. I understand the responsibilities, requirements and duties expected of me. I understand that this is not necessarily an exhaustive list of responsibilities, skills, duties, requirements, efforts or working conditions associated with the job. While this list is intended to be an accurate reflection of the current job, the Employer reserves the right to revise the functions and duties of the job or to require that additional or different tasks be performed as directed by the Employer. I understand that I may be required to work overtime, different shifts or hours outside the normally defined workday or workweek. I also understand that this job description does not constitute a contract of employment nor alter my status as an at-will employee. I have the right to terminate my employment at any time and for any reason, and the Employer has a similar right.

Employee's Signature

Date

Department Head

Date