

CITY OF OAK HARBOR

JOB DESCRIPTION

Job Title: *Solid Waste Collector II*
Department: *Public Works*
Reports To: *Lead Solid Waste Collector*
Status: *Non-exempt /Union*

Job Summary:

Performs routine, non-routine and advanced solid waste collections duties such as specialized equipment operations, troubleshooting, customer service, collection, and other functions. Duties require application of knowledge of the City's solid waste collections system, maneuvering and operating automated refuse collection trucks and other complex equipment in tight and restricted locations; day-to-day curbside customer services, tagging and sorting; rotating collection assignments and vehicles. The position works as part a team and may provide training or direct the work activities of assigned employees, work crews or seasonal workers in the absence of the Lead Solid Waste Collector.

Essential Job Functions:

1. Assist the lead solid waste collector in day-to-day division planning, meetings and projects, and help coordinate activities with other divisions and departments, customers, contractors and other persons.
2. Drive and operate refuse vehicles including front loading dumpster compactor, residential side arm compactor, residential recycle, front loaders, yard waste trucks and twenty-yard roll off trucks, as well as operate vehicles, backhoes and other equipment.
3. Perform back-up and reroute duties to maintain schedules and priorities.
4. Perform "courtesy pick ups" of solid waste for disabled residential customers as required. Also perform curbside refuse sorting, tagging, and other tasks.
5. Maintain close radio contact with the Utility Office to report customer deficiencies, and or/ to receive direction.
6. Maintain daily log of extra garbage pick-ups.
7. Coordinate customer account additions and deletions with City Finance Department in person or by mobile radio.
8. Maintain equipment: wash solid waste truck cab and solid waste box, clean interior of box using standard cleaning chemicals, pressure washer and steam cleaner. Repair City-owned dumpster containers and roll-carts, remove and replace wheel and lid assemblies, straighten container walls and lids, refinish containers using spray paint equipment and/or hand brushing. If qualified, perform welding (oxy-acetylene and/or electric).
9. Perform designated service and preventive maintenance checks of solid waste trucks and associated equipment prior to operation; check all fluid levels and condition of tires; perform daily CDL checks.
10. Establish and maintain cooperative working relationships and teamwork with department heads, supervisors, co-workers, public officials, business representatives and the general public using good judgment in a positive and timely manner using tact and courtesy.
11. Respond to customer and public inquiries in a courteous manner and perform duties such as assessing concerns or complaints, problem solving and response efforts, and follow-up with customers or the public, other specialist, supervisory personnel, or other colleagues when appropriate.
12. Serve as a back-up to the lead solid waste collector.

Associated Job Functions:

1. Attend various workshops, continuing education, meetings, seminars, and conferences.
2. Perform other duties and responsibilities as assigned.

Performance Requirements (Knowledge, Skills and Abilities):

- Skills and ability to apply solid waste route, customer, and operator knowledge as well as specialist skills to resolve unusual problems involving matters such as tagging or curbside sorting, reroute and backup duties, or complex customer service issues.
- Skills and abilities to contribute suggestions for improvements in operations, equipment and procedures.
- Knowledge of English, spelling, grammar, vocabulary and punctuation and mathematics.
- Good judgment, skills and abilities to perform designated duties of the lead, work independently or as a crew member, and ability to train new employees or seasonal workers, including adherence to sound safety practices.

- Ability to retain route knowledge and read and interpret written instructions, City ordinances and regulations regarding standards and safety requirements.
- Ability to maneuver and operate vehicles and equipment in tight and restricted situations (while sitting/ standing on the right-hand side of the vehicle) in a safe and proficient manner according to safety practices.
- Ability to operate robotic controls using a joystick and levers to pickup and empty roll-carts, bags and dumpsters.
- Ability to perform data entry and retrieval functions using a personal or hand held computer.
- Ability to operate solid waste automated and other refuse equipment in restricted commercial and residential locations including front loading dumpster compactor, residential side arm compactor, yard waste trucks, residential recycle and twenty-yard roll off trucks. Also knowledge and ability to use standard hand and power tools such as electric drills, pliers, wrenches, hammers, computers, portable radio, power washer and steam cleaner.
- Maintain performance requirements of the solid waste operator I such as operating solid waste equipment and mobile radios; reading and interpreting collection route maps and specifications; and maintaining safety standards.

Working Environment and Physical Demands:

Work is typically performed outdoors under dirty, uncomfortable, noisy and hazardous conditions, and in all types of weather conditions. Duties require good eye/hand coordination to operate robotic controls, and the ability and stamina to perform heavy manual physical labor, lifting in excess of 50 pounds on a repetitive basis, as well as the ability to crawl, climb, bend, twist, stoop, kneel, and to maintain such activities throughout a work shift. Work may involve exposure to hazardous chemicals or bloodborne pathogens and requires appropriate safety precautions. Weekend, holiday and after-hours work may be required as well as after-hours response and emergencies.

Experience and Training Requirements:

- HS graduation or GED equivalent **with** job training for equipment operation or workshops/classes, **and**
- Three (3) years of equipment operator and/or public works experience **with** a minimum of two (2) years in solid waste or related equipment operation duties and knowledge of solid waste collections, routes, customer service, and problem solving.
- Must obtain and maintain CPR and Industrial First Aid certification within six (6) months of hire date.
- Must obtain and maintain Washington State Department of Transportation certification in flagging, traffic control and safety within six (6) months of hire date.
- Must pass a Criminal Background and Drivers Abstract check prior to hire.
- Valid Washington State Driver's License and a good driving record.
- Must have valid Commercial Driver's License (CDL) Class B, including Medical Certification, at time of hire; ability to obtain a CDL Class A, if required, tanker endorsement preferred.
- Must pass drug screening at time of hire and periodically at the City's discretion.

A combination of education, training and experience that provides the required knowledge, skills and abilities to perform the essential job functions may be considered.

Established: Hulbert, 95

Revised: BJ/SB/CAS, 02; NWM/HR 7/04, PW/HR 8/10, HR 3/12, HR 12/15

FLSA: Non-exempt

Salary Range: --

The statements contained herein reflect general details as necessary to describe the principal functions of this job, the level of knowledge and skill typically required, and the scope of responsibility, but should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned including work in other functional areas to cover absences or relief, to equalize peak work periods, or otherwise to balance the workload.