



JOB DESCRIPTION

Title: Sanitation Collection Driver

Department: Sanitation

Reports to: Sanitation Superintendent

Pay Grade: 53

Date Adopted: February 3, 2021

Previous Revision Date:

Last Revision Date:

Type: ☒ Full Time

☐ Part Time

FLSA: ☐ Exempt ☐ Salary

☒ Non Exempt ☒ Hourly

Union: ☐ Yes

☒ No

Job Summary:

Perform routine semi-skilled manual labor. Operate and maintain various refuse collection vehicles, including any attached mechanical equipment in the collection of garbage and refuse. Respond to emergency situations as required.

Essential Functions:

1. Operate and perform preventative maintenance on automated sanitation vehicles. Operate various types of light to heavy equipment.
2. Perform "walk-around inspection" prior to operation, replenish fluid levels and complete required log book. Replace small items such as lights, hoses and belts, and check frame for broken parts and cracks. Report malfunctioning equipment to supervisor. Operate all machinery in a safe manner according to the manufacturer's operation manual. Clean and perform routine maintenance and minor repairs to assigned equipment as needed. Perform shop work to make equipment ready for use. Perform minor mechanical repairs.
3. Record date and time of residential refuse pickup.
4. Frequently perform maintenance and placement of collection containers.
5. May assist with recycling operations.
6. Perform manual labor while under varying weather conditions while regularly exposed to moving mechanical parts, fumes, or airborne particles. Occasionally exposed to high precarious places and toxic or caustic chemicals. The noise level in the work environment is occasionally loud.

7. Assist in the performance of regular and unscheduled maintenance and repairs on all equipment and machinery.
8. May be required to work extended hours during natural disasters, declared disasters, and similar events.
9. Keep confidential information confidential.
10. Report to work within thirty-five (35) minutes for emergencies under normal driving conditions, as required.
11. The employee must work the days and hours necessary to perform all assigned responsibilities and tasks. Must be available (especially during regular business hours or shifts) to communicate with subordinates, supervisors, customers, vendors and any other persons or organization with whom interaction is required to accomplish work and employer goals.
12. The employee must be punctual and timely in meeting all requirements of performance, including, but not limited to, attendance standards and work deadlines; beginning and ending assignments on time; and scheduled work breaks, where applicable.
13. The employee must be able to work extended hours in an emergency.
14. Employee must be able to be "on-call".
15. Performs other work which is consistent with the essential functions of the job.
16. Performs other duties as assigned.

Education and Special License(s)/Certifications:

High school diploma or equivalent.

Must be 18 years of age or older.

Must possess a valid driver's license and maintain an insurable driving record.

Must possess a Class B commercial driver's license (CDL) with air brakes.

Experience:

One (1) or more years of related experience and/or training. General construction experience to include the operation of light to moderately heavy construction equipment and vehicles including two-ton dump truck, or an equivalent level of experience. Operation of heavy equipment and motor graders, dump truck driving skills, and concrete flatwork preferred. (Breaks in service of no more than ninety (90) calendar days shall be considered *de minimus* and shall not be considered in calculating the consecutive years.)

Skills:

1. Good oral and written communication skills.
 2. Good listening skills.
 3. Manual dexterity.
 4. General construction skills.
 5. Good driving skills.
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Mental Requirements:

1. Ability to analyze safety situation.
 2. Ability to make quick decisions.
 3. Ability to stay alert for long periods of time.
 4. Ability to work independently.
 5. Ability to work in a team.
 6. Ability to assess situation and use judgement in responding.
 7. Ability to work under distracting conditions.
 8. Mechanical aptitude.
 9. Alpha/numeric recognition.
 10. Ability to carry out assignments through oral and written instruction.
 11. Ability to take on a leadership role.
 12. Mechanical aptitude.
 13. Diplomacy and judgement.
 14. Logical reasoning.
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Physical Requirements:

1. Hand, eye, and body coordination to operate light to moderately heavy machinery, equipment and vehicles.
 2. Ability to withstand extreme weather conditions.
 3. Exposure to vibrations.
 4. Ability to transverse rough terrain on foot.
 5. Ability to work with exposure to noise.
 6. Ability to distinguish among colors.
 7. Ability to work at extended heights.
 8. Ability to drive city vehicle.
 9. Ability to lift up to sixty (60) pounds.
 10. Ability to bend, climb, crawl, stand, and stoop.
 11. Ability to sit or stand for long periods of time, but also have the mobility to respond immediately for emergency incidents.
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Supervisory Responsibility (Direct and Indirect):

None

Disclaimer:

This job description is intended to convey information essential to understanding the scope of the job and the general nature and level of work performed for individuals with this job title. However, this job description is not intended to be an exhaustive list of all qualifications, skills, efforts, duties, responsibilities, or working conditions associated with the position.

Approved:



Tobias J. Tempelmeyer, City Administrator

2-3-21

Date