

POSITION DESCRIPTION

Class Title: Recycling Driver
Department: Public Works
Division:
Date: October 1, 1998

Job Code Number:
Grade Number:
Union: Steelworkers
Location:

GENERAL PURPOSE

Performs routine work in coordinating and collecting solid waste recycling for the Town.

SUPERVISION RECEIVED:

Works under the general guidance and direction of the Director of Public Works.

SUPERVISION EXERCISED

May exercise general supervision over temporary or other staff as needed and assigned.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Coordinates recycling programs and services of the Town by performing collections in compartmentalized vehicle.

Maintains recycling vehicle, including fueling, cleaning, general maintenance, coordinates routine servicing and repair of assigned vehicle.

PERIPHERAL DUTIES

Serves as a member of various employee committees.

DESIRED MINIMUM QUALIFICATIONS

Education and Experience:

- (A) Graduation from high school or GED equivalent.
- (B) Any equivalent combination of education and experience that demonstrates the ability to do the job.

Necessary Knowledge, Skills and Abilities:

- (A) Thorough knowledge of traffic laws and defensive driving;
- (B) Skill in operation of listed tools and equipment;
- (C) Ability to communicate effectively with employees, other governmental agency representatives, City officials and the general public;

SPECIAL REQUIREMENTS

Must possess a valid State driver's license or have the ability to obtain one, with commercial driver license endorsement (CDL).

TOOLS AND EQUIPMENT USED

Recycling vehicle. Hand tools used in the maintenance of vehicle.

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 required to make frequent vehicle stops; to exit the vehicle and empty recycling containers at curbside. The employee is frequently required to sit, stand, bend, and lift.

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

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing 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 occasionally works in outside weather conditions. The employee is occasionally exposed to wet and/or humid conditions, toxic or caustic chemicals.

The noise level in the work environment is usually moderately loud.

SELECTION GUIDELINES

Formal application, rating of education and experience; oral interview and reference check; job related tests may be required.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Approval: _____
Supervisor

Approval: _____
Appointing Authority

Effective Date: October 1, 1998

Revision History: