



CITY OF HARTSVILLE, SOUTH CAROLINA JOB DESCRIPTION

Title: Solid Waste Worker I

Department: Public Services

Division: Environmental Services

Section: Solid Waste

GENERAL PURPOSE

Performs a variety of unskilled or semi-skilled maintenance work, and operates a variety of equipment providing City-wide solid waste and street maintenance services.

SUPERVISION RECEIVED

Under immediate supervision, reports to the **Crew Leader, Environmental Services**.

SUPERVISION EXERCISED

None.

ESSENTIAL JOB FUNCTIONS

Performs required labor involved in collection of solid waste from residential roll carts, disposal of yard debris, and all recycling activities; assists with litter collection and control as required.

Washes and deodorizes garbage collection vehicles as required.

Performs street cleaning and repair as required.

Performs seasonal labor related to leaf and yard debris collection in the fall and grass cutting/trimming duties during the spring and summer.

Performs basic drainage improvement activities as required.

Performs support functions for special City events such as trash collection and disposal, etc.

Operates a variety of power tools and equipment in the collection and disposal of waste products.

May drive light duty trucks in the loading, hauling and unloading of various equipment, landscape materials, etc.

Performs routine inspection and preventive maintenance on assigned equipment and refers defects or needed repairs to supervisors; cleans equipment.

Insures the proper maintenance of equipment and tools by cleaning and checking equipment and tools after use.

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

Assists with animal control duties.

Participates in safety training, make suggestions as necessary; serve on committees or inspection teams when appropriate. Works according to good safety practices as posted, instructed, and/or discussed. Reports unsafe conditions or defects in equipment. Refrains from any unsafe behavior or act that might endanger self or fellow worker(s). Reports all accidents and incidents (including near misses) as soon as they occur. Follows safety rules and regulations and uses personal protective equipment.

Maintains prompt and regular attendance; adheres to City policies and procedures regarding absences and tardiness.

Provides exceptional customer service to internal and external customers.

May be required to report to the City's Emergency Operations Center for emergency duty anytime the Emergency Operations Plan is activated.

PERIPHERAL DUTIES

Performs other related duties as required.

Serves on various employee or other committees as assigned.

Performs back-up for other positions as required.

DESIRED MINIMUM QUALIFICATIONS

Education and Experience:

- a) High School diploma or GED; or
- b) Any equivalent combination of education and experience, which provides the necessary knowledge, skills, and abilities.

Necessary Knowledge, Skills, and Abilities:

- a) Some knowledge of equipment, facilities, materials, methods and procedures used in maintenance, construction and repair activities;
- b) Skill in operation of the listed tools and equipment.
- c) Ability to: perform heavy manual tasks for extended periods of time; work safely; communicate effectively; establish and maintain effective working relationships with employees, other departments and the public; understand and carry out written and oral instructions.

SPECIAL REQUIREMENTS

Must possess a valid South Carolina driver's license.

TOOLS AND EQUIPMENT

Motorized vehicles and equipment, including pickup truck, generators, common hand and power tools, shovels, wrenches, mobile radio, phone, lawn mower, edgers, trimmers, blowers, vacuums, and chippers.

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

The employee must frequently lift and/or move up to 25 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.

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 regularly works in outside weather conditions. The employee frequently works near moving mechanical parts and is frequently 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.

SELECTION GUIDELINES

Formal application, rating of education and experience; oral interview and reference check; drug screening and medical examination; other 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.

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