

Class Title: CDL Driver/Refuse Collector
Department: Department of Public Works
Division: Refuse
Date: June 4, 2024

Job Code Number:
Grade Number:
Union: Teamsters Local No.110
Location: Public Works Barn

GENERAL PURPOSE:

Performs a variety of unskilled and semi-skilled work and operates a variety of equipment in the collection of residential and commercial trash, solid waste and recycling items.

SUPERVISION RECEIVED:

Works under the immediate supervision of the Refuse Foreman.

SUPERVISION EXERCISED:

None.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Rides a collection vehicle over a designated route, picking up solid waste containers, including recyclables or yard waste as assigned and depositing the containers into a collection vehicle and returning containers to the prescribed area.

Maintains radio or other communications with the office to receive or report variances to standard operations.

Conducts a daily inspection of tire air pressure, hydraulic pressure, air tanks, hydraulic fluids, transmission fluids, power steering, lights and other critical parts of a solid waste collection vehicle prior to the execution of the daily tasks.

Attends to any special garbage collection as assigned.

Notes variances to prescribed service.

Observes surrounding conditions such as citizens, equipment, property, etc., in order to assure that solid waste is collected in a safe manner; regulates traffic in hazardous conditions in order to assure safe conditions for the collection personnel and the general public.

Drives vehicle to a sanitary landfill or compost facility and unloads collection vehicle.

Washes department collection vehicles.

Performs routine inspection and preventive maintenance on assigned equipment and refers defects or needed repairs to supervisor; cleans equipment. Maintains a variety of records relating to inspections, maintenance activity, collection activity, etc.

POSITION DESCRIPTION—REFUSE COLLECTOR/DRIVER

Page 2

Responds to complaints at the curb; resolves complaints within scope of authority; explains action to supervisor.

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

PERIPHERAL DUTIES:

Serves on various employee or other committees as assigned.

DESIRED MINIMUM QUALIFICATIONS:

Education and Experience:

- (A) Graduation from high school or GED equivalent, and
- (B) Any equivalent combination of education and experience.

Necessary knowledge, skills and abilities:

- (A) Some knowledge of equipment, methods and procedures used in solid waste and recyclables collection activities.
- (B) Skill in operation of some of the listed tools and equipment.
- (C) Ability to perform heavy manual tasks for extended periods of time. Ability to work safely. Ability to establish and maintain effective working relationships with employees, supervisors and the public. Ability to understand and carry out written and oral instructions.

SPECIAL REQUIREMENTS:

Valid CDL State driver's license.

TOOLS AND EQUIPMENT USED:

Motorized vehicles and equipment, including recycling collection truck, utility truck, hydraulic lifts, common hand and power tools, pitchfork, wrenches, mobile or portable radio.

PHYSICAL DEMANDS:

COLLECTOR DUTIES

- Sitting:** There is some sitting required in this position, except the employee is permitted to sit when on breaks and at lunch.
- Standing:** Is required many times on the shift during transport between multiple locations.
- Walking:** Would occur up to seven (7) hours of the shift and would be to access the trash receptacles for emptying into the refuse truck.
- Lifting:** Maximum lifting for a single individual should be 60 to 70 pounds, with the majority of lifting averaging approximately 35 pounds. Weights in excess of 100 pounds would require two (2) employees to lift and negotiate the can and/or dumpster into the vehicle.

POSITION DESCRIPTION—REFUSE COLLECTOR/DRIVER

Page 3

- Bending:** Would be considered virtually constant throughout the shift, up to 7½ hours to lift and carry trash receptacles to and from the truck.
- Twisting:** Occurs constantly, up to 7½ hours of the shift, to access and dump the trash receptacle into the refuse truck.
- Climbing:** Would be constant, up to six (6) hours per day, to climb the two (2) feet high step onto the refuse truck, climbing occasional stairs to access trash receptacles as well as hills and rarely to climb onto the truck to dislodge trash articles.
- Squatting:** Would be required occasionally, less than one (1) hour per day to access boxes at ground level, to pick them up to enable the worker to throw them into the rear of the refuse truck.
- Kneeling:** Would be required occasionally, less than one (1) hour per day to access boxes at ground level, to pick them up to enable the worker to throw them into the rear of the refuse truck.
- Pushing:** Required less than one (1) hour per day to push and/or pull the levers on the vehicle to compress the trash contained within.
- Pulling:** Required less than one (1) hour per day to push and/or pull the levers on the vehicle to compress the trash contained within.
- Reaching:** Constant, up to 7½ hours to grab bars to enable the employee to support their body weight on the rear of the refuse truck. Reaching is also required constantly in an effort to obtain trash receptacles and empty them into the rear of the vehicle.
- Hand Usage:** Constant, up to 7½ hours daily, to utilize the grab bars on the truck, access trash receptacles or manipulate the levers on the vehicle.
- Foot Usage:** Required constantly.
- Environment:** Employee works outdoors and is subject to all weather conditions.
- Hours:** 4:00 A. M. to 12:30 P. M., or until completion of Refuse Route, Monday through Friday, which is residential trash collection. Saturday hours are required for commercial businesses only. Two (2) 15-minute breaks and ½ hour lunch are provided. Additional hours (including weekends) may be added on occasion to accommodate emergency situations or a holiday schedule.

PHYSICAL DEMANDS:

DRIVER DUTIES

- Sitting:** Sitting is required constantly during driving duties. This is to accomplish the duties of driving the refuse truck to various locations within the city for refuse pick up and taking vehicle to landfill or recycling locations.

POSITION DESCRIPTION—REFUSE COLLECTOR/DRIVER

Page 4

- Standing:** Required periodically which would be to utilize levers and handles outside the truck, upon arrival at land fill to discharge the trash received.
- Walking:** Required which would be to utilize levers and handles outside the truck, upon arrival at land fill to discharge the trash received.
- Lifting:** Maximum lifting would occur on a rare basis of 35 to 40 pounds if an employee on the rear of the truck would require assistance. This occurs rarely, less than ½ hour per shift.
- Bending:** Bending is required on a rare basis, only as noted above to render assistance to a coworker in lifting of trash receptacle.
- Twisting:** Would be considered constant in the cervical area, up to 7½ hours in order to enable the driver to check mirrors and be familiar with traffic conditions when driving.
- Climbing:** On a normal basis, less than ½ hour daily to climb into and out of the truck, which is approximately two (2) steps up, four (4) feet in height.
- Squatting:** Not applicable.
- Kneeling:** Not applicable.
- Pushing:** Would be occasional, less than ½ hour daily to utilize the levers/handles within the truck.
- Pulling:** Would be occasional, less than ½ hour daily to utilize the levers/handles within the truck.
- Reaching:** Constant, up to 7½ hours to grasp the steering wheel and to utilize the emergency brake, air brake or pertinent levers.
- Hand Usage:** Constant, up to 7½ hours daily, to perform duties as described in the reaching category.
- Foot Usage:** Would be constant to utilize the gas and brake pedal within the truck to accomplish driving duties.
- Environment:** Employee is generally inside of a temperature controlled vehicle cab, however, may be subject to weather conditions when assisting co-workers with a trash receptacle.
- Hours:** 4:00 A. M. to 12:30 P. M. or until completion of Refuse Route, Monday through Friday, which is residential trash collection. Saturday hours are required for commercial businesses only. Two (2) 15-minute breaks and ½ hour lunch are provided. Additional hours (including weekends) may be added on occasion to accommodate emergency situations or a holiday schedule.

POSITION DESCRIPTION – REFUSE COLLECTOR/DRIVER

Page 5

WORK ENVIRONMENT:

The work environment characteristics described here are representative to 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 vibrations. The employee is occasionally exposed to fumes or airborne particles and toxic or caustic chemicals. The noise level in the work environment is usually loud.

SELECTION GUIDELINES:

Formal application, rating of education and experience, oral interview and reference check and job related testing 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 and responsibilities does not exclude them from the position if the work is similar, related or a logical assignment to the position or if the individual holding this position has the ability, training and skills necessary to undertake duties beneficial to the City of Bradford.

The Refuse Collector/Driver reports to the Refuse Foreman and Director of Public Works will from time to time be required to undertake duties and assignments at the discretion of the Foreman or Director that may not be included in this job description.

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.