



RECYCLING CREW CHIEF

Summary

Under general supervision, operates recycling trucks and other heavy vehicles used in Public Works for the collection of recyclable materials. May be required to perform labor duties and assist in other areas within Public Works as assigned. Supervises other employees of a lower classification assigned to them as laborers.

DUTIES AND RESPONSIBILITIES

A. General Collection (30%)

- Responsible for collection and the separation of materials into designated bins.
- Responsible for offloading materials at designated recycling facility.
- Responsible for maintaining all records and documentation as it pertains to recycling.
- Must be capable of operating all equipment in lower classifications.

B. Driving (30%)

- Drives trucks engaged in the collection of recyclable materials.
- Drive trucks on designated routes for collection.
- Drives other trucks within Public Works as assigned.
- Must be able to safely maneuver and back large trailers for the collection of recyclable materials.

C. Supervision (30%)

- Supervises the collection of recyclables, and any other assigned employees, and ensures that crews are working in a safe and efficient manner.

D. Service/Repairs (10%)

- Services equipment (including washing) and makes minor field adjustments and repairs; reports all mechanical issues, which might need maintenance and/or repair to superintendent.
- Inspects trailer daily to ensure safe loading, transportation and delivery of recyclables.

E. Performs other reasonably related duties in a safe manner as assigned by immediate supervisor and other supervisors as required.

JOB SPECIFICATIONS

Qualifications:

- Must have an educational level of attainment equivalent to a high school diploma.
- Preferred experience in recyclables.
- Preferred experience in the operation of garbage and trash trucks, and related equipment.
- Must possess and maintain a valid Class B Commercial Driver's License and have an acceptable driving record.
- Must maintain regular attendance on the job.
- Must be able to work on call and overtime as necessary.

Knowledge, Skills, and Abilities:

- Knowledge of the traffic laws, ordinances, and rules involved in the operation of motor vehicles.
- Knowledge of occupational hazards and applicable safety precautions in equipment operation.
- Knowledge of the geography of the City, including the locations of streets or the ability to acquire this knowledge rapidly.
- Ability to operate recycling, garbage and trash trucks safely and in accordance with applicable traffic laws and regulations.
- Ability to make minor adjustments and repairs and provide service to equipment.
- Ability to follow oral and written instructions.
- Ability to maintain an effective working relationship with other employees.

Physical Characteristics:

- Physical ability to operate recycling, garbage and trash trucks.
- See well enough to read text material, equipment manuals and troubleshooting guides.
- Hear well enough to comprehend oral instructions in person and over the telephone/radio.
- Have ability to lift 100 pounds.
- Have bodily mobility to sufficiently move in and around confined spaces and rough terrain.
- Ability to work, year round, in all types of weather.