



Waste Collection Driver I

Job Description

Division:	Operations - Residential	Reports to:	Foreman
Position Number:	201-205	Supervises:	None
Pay Grade:	1	Classification:	Non-Exempt
Hours/week:	40	Effective Date:	11/20/2019
Type of Position:	Full Time	Revised Date:	

Performance Expectations

All employees of North Central Solid Waste Authority (NCSWA) are expected to conform to the following:

- Possess cultural awareness and sensitivity
- Perform in a professional and ethical manner in the execution of duties
- Interact in an honest, respectful and dependable manner with all colleagues and citizens

Position Purpose

Performs a variety of entry level, routine semi-technical duties as needed to operate a truck for the efficient collection of refuse from NCSWA customers.

Essential Duties and Responsibilities

Operates a pick-up truck for the collection, loading and unloading of refuse from NCSWA residential customer sites on an assigned route.

Performs pre and post trip inspections of assigned vehicle and documents checks utilizing the drivers log.

Notifies Residential Supervisor of ways to improve route efficiencies and identify best practices; notifies residential supervisor of any incidents, accidents, injuries, or property damage, service interruptions; including closed or impassable streets, alleyways, overfilled receptacles and potential safety hazards.

Provides general instruction and works alongside Waste Collection Laborer to collect refuse from NCSWA residential customer sites and deliver/unload to main collection site. Receives information from Laborer regarding tagging of non-compliant receptacles and logs on route sheet.

Identifies and reports all containers in need of repair or replacement, notes on route sheet.

Ensures the number of containers on the route reconciles to the service level listed on service list.

Attends and participates in all scheduled training programs, briefings, and meetings as required by NCSWA or as directed by Supervisor.

Performs other duties as assigned.

Minimum Mandatory Qualifications

Education: High School Diploma or equivalent
Must possess a valid New Mexico Driver's License

Experience: **One (1) year of experience working as a laborer or working in related field.**

Knowledge, Skills, Abilities, and Other Qualifications Knowledge of assigned route and customer refuse sites, familiarity with types of refuse collected.

Skill in the operation of a pickup truck, common hand tools; such as a rake, shovel, pitchfork

Ability to communicate effectively verbally and in writing.

Ability to work nights and weekends when necessary.

Preferred Qualifications

Bilingual skills in English and Spanish

Work Environment

Work environment: Work is performed in a moving vehicle in all types of weather conditions. Driver safely maneuvers vehicle in residential environments. Navigates high traffic and congested roadways, driveways, alleyways, and lots. Possible exposure to toxic or caustic chemicals, and blood borne and/or airborne pathogens.

Physical demands: Tasks require variety of physical activities, occasionally involving muscular strain, such as walking, standing, stooping, sitting, reaching and lifting (100 lbs). Ability to remain seated for long periods while driving. Talking, hearing and seeing essential to the performance of daily job functions.

Common eye, hand, finger, leg and foot dexterity exist. Mental application utilizes memory for details, verbal instructions, emotional stability, discriminating thinking and some creative problem solving. Daily travel in automobile or heavy equipment required in job performance.

Mental demands: There are a number of deadlines associated with this position. The employee must also multi-task and interact with a wide variety of people on various and, at times, complicated issues.

Disclaimer: The information on this job description has been designed to indicate the general nature and level of work performance by employees in this position. It is not designed to contain, or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of employees assigned to this position. Employees will be asked to perform other duties as needed.

Acknowledgment

I have reviewed the content of the Waste Collection Driver I job description and have been provided a copy of the description. I certify that I am able to perform the essential functions of this position as outlined in this description, with or without reasonable accommodation.

Employee Printed Name

Employee Signature

Date