**ESQUIMALT**

**POSITION DESCRIPTION**  Effective Date: April 2, 2014

**Updated: May, 2017**

|  |  |
| --- | --- |
| **Position Title:** | Refuse Collector/Truck Driver |
| **Department/Division/Section:** | Public Works |
| **POSITION FUNCTION**  Reporting to the Public Works Supervisor, performs manual tasks in the collection of household refuse and kitchen scraps including the operation of a Refuse Truck. | |
| **KEY DUTIES**  Remove and dispose of refuse and kitchen scraps from households, multi family structures and bus stops by moving and machine- assisted lifting transfer refuse into truck hopper; lift and empty waste receptacles at bus stops into truck hopper, clean up fallen refuse when loading using broom and dustpan.  Perform pre- and post-trip inspections of Refuse Truck by checking such items as air brakes, fluid levels, belts, hoses and lights.  Report damage and/or needed repairs to Supervisor and Mechanic.  Check first aid and safety equipment; fill out daily equipment logs and time sheet.  Operate Refuse Truck and garbage packers.  Act as guide for truck driver during backup procedures and direct traffic when needed.  Perform related duties where required. | |
|  | |

|  |
| --- |
| **INDEPENDENCE**  Work is assigned by Supervisor or performed according to established schedules.  Work is reviewed by Supervisor.  All problems are referred to Supervisor. |

|  |
| --- |
| **WORKING CONDITIONS** |
| **Physical Effort:**  Intermittent sitting in cab  Lift and move heavy equipment and refuse. (continuous)  **Mental Effort:**  Normal.  **Visual/Auditory Effort:**  Normal.  **Work Environment:**  Outside.  Exposure to garbage, vicious dogs, bacteria, potentially hazardous material. (continuous) |

|  |
| --- |
| **KEY SKILLS AND ABILITIES**  Understand and carry out job related instructions. |

Position No.: 3041

|  |
| --- |
| **QUALIFICATIONS** |
| **Formal Education, Training and Occupational Certification:**  Partial high school.  Current and valid Class 3 B.C. Drivers Licence with air endorsement.  **Experience:**  Not required. |
|  |
|  |
| **OTHER**  Length of time to become familiar with job duties and responsibilities: 3 months.  May be requested to substitute in a more senior position. |