ASHEVILLE, NORTH CAROLINA

Classification Specification

Sanitation Driver I
Job Code: 4125
FLSA: Non-Exempt

Purpose of Classification:

The purpose of this classification is to drive or operate sanitation trucks and manually collect refuse along a prescribed route.

Distinguishing Characteristics:

This is the first level in the Sanitation Driver series and is reserved for incumbents whose primary work function is to drive and operate a rear-loading sanitation truck.

Essential Functions:

The following duties are normal for this position. The omission of specific statements of the duties does not exclude them from the classification if the work is similar, related, or a logical assignment for this classification. Other duties may be required and assigned.

Drives rear-loading sanitation trucks to collect solid waste along an assigned route: positions vehicle to allow for the most efficient and effective loading or dumping of materials; monitors and adjusts pace of vehicle and collection activities to ensure timely completion of route; operates mechanisms on truck to secure and collect waste; ensures that load is properly balanced, covered, and contained; and monitors activities of workers on the back of truck for safety.

Drives assigned vehicles over public roads: maneuvers in and around traffic, parked cars, and other obstacles; obeys all traffic laws and safety guidelines; and monitors immediate environment and work area to ensure the safety of operator, other workers, the equipment, and the public.

Collects refuse along assigned sanitation route, as part of a sanitation crew, including downtown trash receptacles, brush and bulky trash items; customers: rides on back of rear-loading sanitation truck ; retrieves trash carts, containers, bags, brush, limbs, bulky items, and other debris from along route; verifies items meet City guidelines for disposal; tags carts with unauthorized items; transfers trash into trucks; operates container arm, lift, and compactor mechanisms as needed; returns carts and receptacles to their proper place; replaces liners in receptacles; and reports broken carts and receptacles for service.

Follows established safety procedures: utilizes safety equipment and wears protective gear; monitors work environment to ensure safety of employees and other individuals; monitors traffic conditions to identify obstructions, pedestrians, or unsafe traffic conditions; may direct traffic to ensure safety of crew and the traveling public; and reports any incidents, accidents, problems, or unusual situations.

Operates a variety of machinery, equipment, and tools associated with department projects, which may include a pick-up truck, knuckle boom truck, forklift, rakes, pitch forks, shovels, and other hand tools.

Performs general cleaning and maintenance tasks necessary to keep equipment and tools in operable condition, which may include inspecting equipment, checking/replacing fluids, refueling vehicles, greasing equipment, washing/cleaning equipment, or cleaning shop or work areas; monitors equipment operations to maintain efficiency and safety; and reports faulty equipment to supervisor.

Communicates with supervisor, subordinates, other City employees, the public, and other individuals as needed to coordinate work activities, review status of work, exchange information, or resolve problems.

Processes a variety of documentation associated with department/division operations, within designated timeframes and per established procedures: receives, reviews, prepares, completes, processes, forwards or retains as appropriate various forms, reports, correspondence, brush lists, route sheets, tonnage reports, vehicle maintenance logs, boom lists, and other documentation; compiles data for further processing or for use in preparation of department reports; and maintains computerized and/or hardcopy records.

Operates a personal computer to enter, retrieve, review, or modify data, utilizing database, Internet, e-mail, or other software; and operates general office or other equipment as necessary to complete essential functions.

Additional Functions:

Performs other related duties as required.

Minimum Qualifications:

High school diploma or GED required, with vocational or technical training in equipment operation or a related field; supplemented by one year of experience in sanitation collections, equipment operation, or related field; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job.

Specific License or Certification Required: Must possess and maintain a valid North Carolina Class B Commercial Driver's License (CDL), including appropriate endorsement(s).

Specific Knowledge, Skills, or Abilities: Must be able to demonstrate proficiency in performance of the essential functions and learn, comprehend, and apply all City or departmental policies, practices, and procedures necessary to function effectively in the position.

Performance Aptitudes:

Data Utilization: Requires the ability to compile, assemble, copy, record and/or transcribe data according to a prescribed schema or plan. Includes judging whether readily observable functional, structural, or compositional characteristics are similar to or divergent from prescribed standards, procedures, or routines.

Human Interaction: Requires the ability to provide guidance, assistance, and/or interpretation to others regarding the application of procedures and standards to specific situations.

Equipment, Machinery, Tools, and Materials Utilization: Requires the ability to operate, maneuver, and/or control the actions of equipment, machinery, tools and/or materials requiring complex and/or rapid adjustments.

Verbal Aptitude: Requires the ability to utilize a wide variety of reference and descriptive data and information.

Mathematical Aptitude: Requires the ability to perform addition, subtraction, multiplication, and division. May include counting, recording of counts, and basic measuring.

Functional Reasoning: Requires the ability to apply principles of rational systems; to interpret instructions furnished in written, oral, diagrammatic, or schedule form; and to exercise independent judgment to adopt or modify methods and standards to meet variations in assigned objectives.

Situational Reasoning: Requires the ability to exercise judgment, decisiveness and creativity in situations involving evaluation of information against measurable or verifiable criteria.

ADA Compliance:

Physical Ability: Tasks require the ability to exert heavy physical effort in heavy work, with greater emphasis on climbing and balancing, but typically also involving some combination of stooping, kneeling, crouching, and crawling, and the lifting, carrying, pushing, and/or pulling of moderately heavy objects and materials (20-50 pounds); may occasionally involve heavier objects and materials (up to 100 pounds).

Sensory Requirements: Some tasks require the ability to perceive and discriminate colors or shades of colors, sounds, odor, depth, and visual cues or signals. Some tasks require the ability to communicate orally.

Environmental Factors: Performance of essential functions may require exposure to adverse environmental conditions, such as dirt, dust, pollen, odors, wetness, humidity, rain, fumes, temperature and noise extremes, machinery, vibrations, electric currents, traffic hazards, bright/dim lights, toxic agents, animal/wildlife attacks, or rude/irate customers.

The City of Asheville is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.