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| Department: | Public Works – Sanitation |
| Supervisor: | Sanitation Operations Supervisor |
| Origination Date: | 6.15.2024 |
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| Revision Made By: | CC. AM |
| Revision Reviewed & Approved by: | DKT. SG |
| Employment Status: | PMEA Union |
| Date Provided to Bargaining Unit | 7.2.2024 |

Petersburg Borough

Job Description

PUBLIC WORKS SANITATION OPERATOR 1

Definition

As assigned by the Sanitation Operations Supervisor, the primary duties of the Sanitation Operator 1 entail learning the daily operation of a garbage packer truck and collection of refuse from premises in the community entitled to such service; learning the operation and maintenance of the solid waste baler and facility; learning the operation and maintenance of the landfill; and daily assistance to the Sanitation Operations Supervisor in support of all sanitation facilities, equipment and programs.

Supervision Received

The Sanitation Operator 1 reports to the Sanitation Operations Supervisor.

Supervision Exercised

None.

Duties *(The duties listed in this section are intended as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.)*

Under direct assignment and supervision by the Sanitation Operations Supervisor, the Sanitation Operator 1:

Rides along with the garbage truck operator on designated route within the municipality, gathers and rolls or carries containers from individual yards or locations along route. Removes items that are unacceptable for baling, such as paint, wood pieces, large metal objects and hardware. Dumps refuse from containers into truck, operates compacting system. Transports load to baler facility and unloads or dumps garbage from truck.

Performs cleaning and preventive maintenance on all collection and baling equipment.

Maintains the garbage dumpsters, including greasing, cleaning and painting. Paints landfill site signs and buildings as needed.

Initiates and/or carries out orders to start or stop garbage collection service; makes recommendations for efficiencies on collection routes.

Assists the Sanitation Operations Supervisor, upon completion of daily refuse collection route.

Begins to learn the operations of the Borough's solid waste baler and performs preventative maintenance tasks and housekeeping on the baling system.

Performs daily operations at the baling facility including solid waste weighing, billing duties and completing daily collections paperwork when necessary.

Assists the Operations Supervisor with maintenance of the Borough's solid waste landfill, including site appearance, organization of deposited wastes, segregation and storage of Household Hazardous Waste, burning of wood wastes and general housekeeping.

Learns to operate front-end loader primarily for pushing refuse within the baler facility, but also for grounds maintenance that includes snow removal, landscaping and junked car/ scrap metal stacking.

Learns to operate and become proficient with a forklift to load, unload, transport, and stack a wide range of materials.

Inspects all incoming customer refuse loads for unacceptable wastes and directs customers to proper dumping locations within the landfill and baling facility.

Inspects all incoming junked cars for proper condition prior to acceptance.

Assists co-workers with the Borough's recycling efforts, as directed by the Sanitation Operations Supervisor. This may include inspection and transport of recyclables to the baling facility, sorting of recyclables, preparation of recyclables for baling, proper handling and packaging of specialized recyclables and loading vans for shipment.

Performs janitorial tasks and duties within the baling facility office, bathrooms and break room.

Performs other duties as assigned.

Distinguishing Characteristics

The work assigned to the Sanitation Operator 1 classification is characterized by responsibility for assisting in the operation and maintenance of all sanitation equipment and facilities, under direction of the Sanitation Operations Supervisor. This includes but is not limited to:

refuse/recycling collection equipment operation, dumpster maintenance, initiation/completion of collection line orders, knowledge of daily collection routes, processing of customers at the baler facility, operation and maintenance of the baler and landfill, janitorial duties and other sanitation related tasks.

Working Conditions

Incumbent may perform approximately 90% of duties outside, exerting considerable physical effort while lifting and moving heavy objects up to 100 lbs. in weight. Physical injury can result from lifting and moving heavy objects, exposure to weather conditions, and potential exposure to a variety of harmful refuse material.

Qualifications

Must obtain an insurable Commercial Driver’s License, Class A or B, with air brake and tanker endorsement within 6 months from date of hire.

Any combination of experience and education which provides the applicant with the following attributes:

Ability to become certified in Hazardous Waste Operations and Emergency Response (HAZWOPER – 24 hr course) as soon as possible or within one year, dependent upon the availability of training.

Ability to operate equipment, tools, and vehicles in a skillful and careful manner.

Ability to operate computers in a business setting.

Ability to perform heavy manual labor under dirty, unpleasant, and potentially hazardous working conditions.

Ability to deal effectively and pleasantly in a professional manner with the public and Borough employees.

Ability to establish and maintain effective working relationships with fellow employees and the general public; work cooperatively with supervisors and display willingness to assist co-operators.

Signatures affixed on this job description confirm that it has been reviewed by the employee and his/her direct supervisor and that a clear understanding of the expectations of this position exists.

Employee

Supervisor

Date

Date