



Marion County Board of County Commissioners

POSITION DESCRIPTION

To perform this job successfully, an individual must be able to perform the essential job functions satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary job functions herein described. Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out in the job description, but which may be reasonably considered to be incidental in the performing of their duties just as though they were actually written out in this job description.

SOLID WASTE COLLECTIONS DRIVER

Department: Solid Waste
Pay Grade: 206 / 207 / 209
FLSA Status: Non-Exempt
Job Class: 7094
Risk Code: 7590

JOB SUMMARY

Responsible for driving a three-axle truck designed specifically for hauling roll-off garbage containers and the operation of grapple equipped trucks. May operate other medium equipment as needed.

ESSENTIAL JOB FUNCTIONS

- Drives a medium-sized truck, GVW 26,000-60,000 pounds (roll-off truck or clam shell truck).
- Transports solid waste compactors, closed and open-top containers of trash, recyclables, metal, tires, and yard waste, to/from the County's solid waste facility, recyclers, other county departments, and yard waste processors.
- Cleans trash and recyclable discharges from ground before placing empty compactor.
- Completes daily work reports and logs.
- Operates medium equipment such as front-end loaders, skid steers, and forklifts as needed.
- Practices a safety-first policy in the work environment. Adheres to established safety and health policies and procedures to ensure safe environment for customers, other employees, and self.
- Performs general maintenance of equipment and grounds.
- Picks up litter from roadways using Sheriff Work Gang or inmate labor.
- Assists in supervising work crews.
- Performs general maintenance of assigned vehicle, such as adding oil and changing tires.
- Makes every effort to keep hazardous waste out of the landfill and notifies the Hazardous Waste Division when needed. Acts as spotter when required.
- Serves as a department safety committee member as required.
- Provides excellent customer service to members of the general public and other County employees. Personal contact occurs with other employees of the unit, employees of other departments in the County, citizens, and customers of the department. Service is provided in person or by phone contact.
- Implements the organization's guiding principles and core values.
- Performs other related job duties as assigned.

SUPERVISION

This position generally has no supervisory responsibilities but may be called upon to supervise the work of a relatively small number of laborers including but not limited to contracted labor, community service workers and inmates (five to ten) with limited supervision. Includes assigning, directing, and continual observance of all laborers at all times.

QUALIFICATIONS

Requirements	Solid Waste Collections Driver Trainee	Solid Waste Collections Driver I	Solid Waste Collections Driver II
Education	HS Diploma/GED	HS Diploma/GED	HS Diploma/GED
Driver License	Class B CDL or higher	Class B CDL or higher	Class B CDL or higher
Licensing	Solid Waste Spotter Training, National Incident Management System (NIMS): IS-100, IS-200, IS-700, IS-800 within twelve (12) months	Solid Waste Spotter Training, National Incident Management System (NIMS): IS-100, IS-200, IS-700, IS-800 within twelve (12) months	Solid Waste Spotter Training, National Incident Management System (NIMS): IS-100, IS-200, IS-700, IS-800
Certifications		Current Marion County-issued certification in safe operation of: Roll –off Truck or Grapple Truck (Within 6 months)	Current Marion County-issued certification in safe operation of: Roll –off Truck and Grapple Truck (Within 6 months)
Experience	2 years commercial driving experience	2 years residential and/or commercial solid waste collection experienced operating either a roll-off or grapple truck	4 years residential and/or commercial solid waste collection experienced operating either a roll-off or grapple truck
Pay Grade	206	207	209

KNOWLEDGE, SKILLS AND ABILITIES

- Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals.
- Ability to write routine reports and correspondence.
- Ability to speak effectively one-on-one with customers and employees of the organization.
- Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals.
- Ability to apply common sense understanding to carry out detailed but uninvolved written or oral instructions.
- Ability to deal with problems involving a few concrete variables in standardized situations.
- Ability to exercise some judgment in selection of procedures, methods, tools, or equipment to own work to accomplish tasks.
- Ability to drive different manufactured trucks with various power trains safely and efficiently.
- Ability to learn new aspects of operations willingly.
- Ability to communicate tactfully and courteously with coworkers and members of the general public.
- Ability to train others in field of expertise.
- Ability to work independently at isolated and remote locations.
- Ability to remain calm in stressful situations.
- Ability to take a teamwork approach to the job by cooperating with others, offering to help others when needed, and considering larger organization or team goals rather than individual concerns. Includes the ability to build a constructive team spirit where team members are committed to the goals and objectives of the team.

PHYSICAL DEMANDS

The work is medium work which requires exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects. While performing the duties of this job, the employee will occasionally be required to stoop, kneel, crouch or crawl; will regularly be required to stand, walk, climb or balance; and will frequently be required to sit, use hands to finger, handle, or feel, reach with hands and arms, talk or hear, taste, or smell.

WORK ENVIRONMENT

Work is performed in various indoor and outdoor environments. While performing the duties of this job, the employee will occasionally be required to be exposed to risk of electrical shock and to work with explosives; will regularly be exposed to wet or humid conditions, high precarious places, and extreme heat and cold; and will frequently be exposed to moving mechanical parts, fumes or airborne particles, toxic or caustic chemicals, outdoor weather conditions, and vibration.

Marion County has the right to revise this job description at any time. This description does not represent in any way a contract of employment.

Employee Signature

Date

Supervisor (or HR) Signature

Date

E.O.E. Marion County does not discriminate on the basis of race, color, national origin, sex, religion, age, disability or military service in employment or the provision of services.