

CITY OF FORT WAYNE JOB POSTING *RE-POSTING*****

Applicants and Employees must meet duties/essential functions and minimum requirements.

Job Vacancy:	Refuse Collector	Department:	Solid Waste
Requisition Number:	2022287		
Hours:	7:00 am – 4:00 pm, may vary	Rate of Pay:	\$19.8851 per hour
Date Posted Up:	12/02/2022	Date Posted Down:	12/05/2022
Time Up:	1:30 p.m.	Time Down:	5:00 p.m.

SUMMARY

Work under the direction of the Solid Waste Manager, incumbent will ride one of the garbage trucks and empty residential garbage carts, personal container, bags/bundles, and bulk items into the back of the garbage truck. The incumbent is expected to exercise good judgement, independence, initiative, and professional expertise in conducting day-to-day operations. All work duties and activities must be performed in accordance with the City safety rules and operation regulations, policies, and procedures as well as federal, state, and local regulations.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the ability to interact with the public, City incumbents, and outside agencies with patient, tact, respect, and professionalism and the following. Other duties may be assigned.

- Rides on a garbage truck and empties City garbage carts, trash bags/bundles and bulk items into the back of the garbage truck;
- Returns City carts and personal containers to the location found;
- Knows and follows the collection rules of the department in order to collect the proper items set out by residents;
- Tag improper set outs with provided stickers in order to inform residents on proper set out requirements;
- When needed assist in delivering and repairing garbage and recycle carts

MARGINAL FUNCTIONS

Performs other duties as assigned.

EQUIPMENT MANAGEMENT

Operates the hydraulics on the back of the garbage truck in order to tip cats and compact refusal.

PERFORMANCE EXPECTATIONS

The incumbent is responsible to manage their performance in accordance with this job description and the performance expectations provided to them by management. If at any time the incumbent is unsure of their role or specific responsibilities, it is the incumbent’s responsibility to refer to their job description and ask for clarification from their supervisor. Management will work with the incumbent, as needed, to ensure performance expectations are clearly communicated and performance goals are achieved.

SUPERVISORY RESPONSIBILITIES

This job has no supervisory responsibilities.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE

Any combination of education/experience equivalent to high school diploma or GED.

OTHER KNOWLEDGE, SKILLS and/or ABILITIES

- Ability to operate basic maintenance tools;
- Ability to navigate and read maps;
- Ability to understand oral and written instructions;
- Ability to operate hydraulics on the back of the garbage truck

LANGUAGE SKILLS

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, procedure manuals, and street maps. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employee of organizations.

MATHEMATICAL SKILLS

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals, Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

REASONING ABILITY

Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

CERTIFICATES, LICENSES, REGISTRATIONS

Valid Indiana Driver's License and current auto insurance.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee frequently is required to stand, walk, and sit. The employee is occasionally required to use hands to finger, handle, or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch or crawl. The employee must occasionally lift and/or move up to 75 pounds. Specific vision abilities required by this job include close vision, peripheral vision, depth perception, and ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing this job the employee will occasionally have contact with a hostile owner and/or occupant, the employee works under adverse conditions including extremes of temperature, humidity, precipitation, and has moderate exposure to dust and grease; Shovels, pushes, lifts and reaches when removing heavy debris, involves regular exertion for sustained periods. Hard sole – steel toe footwear required. The noise level in the work environment is usually very loud.

Applications may be submitted on-line at www.cityoffortwayne.org or using the City of Fort Wayne Human Resources Department computer kiosks located at Citizen's Square, 1st Floor, 200 E. Berry Street, Fort Wayne IN between the hours of 8:00 a.m. – 4:00 p.m.