

# City of Watsonville

## Job Description

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**JOB TITLE:** Solid Waste Aide I  
Solid Waste Aide II

**DATE APPROVED:** September 2015

**DEPARTMENT:** Public Works

**SUPERSEDES:** October 1999

**REPORTS TO:** Processing Center Coordinator, Senior Integrated Waste Worker, Integrated Waste Supervisor, Solid Waste Division Manager or other designated personnel.

**SUPERVISION:** N/A.

**EMPLOYEE UNIT:** OE3

**FLSA:** Non-Exempt

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### **JOB SUMMARY:**

To process materials and perform a variety of related duties necessary to keep the Waste and Recycle Center and other Solid Waste equipment operating in a safe and efficient manner. The Solid Waste Aide II job classification also includes the operation of roll-off and container trucks.

### **DISTINGUISHING CHARACTERISTICS:**

#### **Solid Waste Aide I**

This is an entry level position in the Solid Waste Division. Employees in this job class are typically assigned to various duties in the Waste and Recycle Center and Container Repair Shop. Employees in this classification may be assigned other duties as necessary. Employees in this classification receive close supervision within a framework of well-defined policies and procedures.

#### **Solid Waste Aide II**

This is the second level position in the Solid Waste Division. Employees in this job class will be assigned to operate a roll-off truck, operate a container truck and perform various duties in the Waste and Recycle Center and Container Repair Shop. Employees in this classification may be assigned other duties as necessary. Employees in this classification receive supervision within a framework of well-defined policies and procedures.

### **EXAMPLES OF ESSENTIAL DUTIES:**

Duties may include, but are not limited to, the following:

- Sorts, moves, stacks and stores recyclable and non- recyclable materials
- Cleans facility and surrounding areas of litter
- Clean a variety of solid waste equipment including, but not limited to, processing equipment, carts, containers and vehicles

- Operates a forklift
- Operates loader
- Operates baler
- Handles household hazardous waste, tires, oil and electronic waste
- Greets and directs public at the Waste and Recycle Center to proper disposal areas
- Attends all city mandatory training
- Performs other duties as assigned

## **EMPLOYMENT STANDARDS**

### **Knowledge of:**

- safe work practices
- safe driving skills
- customer service skills
- basic records maintenance

### **Ability to:**

- communicate effectively to solve customer service problems in accordance to City's standards
- understand and follow oral and written instructions
- exercise sound judgment
- safely and effectively perform required duties
- establish and maintain effective and respectful working relationships with those contacted in the performance of required duties
- Speak English and Spanish highly desired

## **PHYSICAL REQUIREMENTS:**

Physical requirements described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

- drive a vehicle, climb into and out of appropriate vehicles; and up and down of stairs and ladders
- distinguish colors
- intermittently bend and twist to reach equipment surrounding work area
- perform physical labor such as lifting/pulling/pushing up to 50 lbs, bend, squat, twist, turn, stoop, reach over head to handle materials, equipment and pick up litter
- walk on uneven surfaces and stand for long periods of time
- reach above and at shoulder height
- work outdoors for up to eight hours in variable temperatures and weather conditions
- work under conditions such as high noise levels, strong and unpleasant odors, and vibration from equipment and dust from various materials
- hear and distinguish various sounds such as loud machinery and voices of co-workers in a noisy environment
- distinguish colors and symbols such as colored medical waste containers, recyclable materials and waste containers

**TRAINING AND EXPERIENCE:**

Any combination equivalent to graduation from high school or completion of GED and any combination of training and experience which provides the required knowledge is qualifying.

**LICENSE & CERTIFICATION:**

- Possession at the time of hire and continued maintenance of a valid California Class C driver’s license, including a safe driving record.

***SOLID WASTE AIDE II***

In addition to the above:

**EXAMPLES OF ESSENTIAL DUTIES:**

- Drives a roll-off truck and a container truck as part of the Solid Waste operations
- Operates loader and other solid waste equipment

**TRAINING AND EXPERIENCE:**

- Any combination equivalent to graduation from high school or completion of GED and any combination of training and experience which provides the required knowledge is qualifying, typically obtained by working as a Solid Waste Aide I or equivalent position for two years.

**LICENSE & CERTIFICATION:**

- Possession of a valid Class B California driver’s license, including a safe driving record.