

# **SOUTH TAHOE REFUSE COMPANY**

## **COLLECTION ROUTE SWAMPER**

### **PRIMARY FUNCTION**

Assists in maintenance of route collection service, provides customer service in field, performs and completes related duties, as assigned.

### **SUPERVISION RECEIVED AND EXERCISED**

Receives supervision from Collection Route Supervisor and from other management staff. Receives service instructions from dispatcher and office staff, on an as-needed basis.

### **ESSENTIAL DUTIES**

The following are essential duties for this position. Duties may include, but are not limited to, the following:

- Collect and load customer refuse on established collection routes, in a safe and orderly manner and in accordance with operational standards and practices.
- Assist Collection Route Driver in completion of job tasks and maintain compliance with company and safety policies and procedures.
- Provide service to customers in a friendly and courteous manner and perform special collection tasks for unexpected or extraordinary circumstances in service.
- Clean vehicle and maintain cleanliness and order in performance of duties.
- Observe route and facility operations to identify safety concerns, provide input regarding safety issues, initiate corrective action to resolve immediate problems, recommend corrective action for long term safety issues, and report all injuries, regardless of level, to supervisor.
- Identify and separate materials targeted for recovery, in accordance with operational directions.
- Identify and isolate specified materials, such as hazardous and bio-hazard waste, from collected materials, and report identification to supervisor immediately.
- Utilize proper safety precautions related to all work performed, maintain compliance with safety procedures, including, but not limited to, personal safety clothing and equipment requirements, traffic and motor vehicle laws and safe practices, lock-out/tag-out procedures, company rules, and reporting of all injuries, including minor level occurrences, to supervisor.
- Perform related assignments associated with refuse disposal operations.

### **QUALIFICATIONS**

#### **Education and/or Experience**

Any combination of education and/or experience that has provided the knowledge, skills and abilities

described below, necessary for satisfactory job performance. Employee must satisfactorily demonstrate possession of required knowledge, skills and abilities during a prescribed probationary period and must continue to maintain these attributes throughout the duration of employment.

### **Knowledge, Skills and Abilities**

#### **Knowledge of:**

- Collection route service levels;
- Hazards and safety precautions applicable to all job assignments, including, but not limited to, vehicle operation, basic motor vehicle laws and traffic safety, mechanized equipment operation, company rules, hazardous and bio-hazardous materials identification, and working in close proximity to machinery and equipment;
- Purposes and uses of a variety of hand tools, power tools and mechanized and motorized equipment.

#### **Ability to:**

- Perform heavy physical labor for extended periods of time and under difficult climatic conditions;
- Understand and remember scheduled route activity for efficient operations;
- Perform pre and post-trip vehicle inspections and routine maintenance and cleanup;
- Perform assigned tasks in a safe manner, abide by safety rules, observe and identify safety hazards to self and fellow employees, effectively resolve safety hazards of an immediate nature, report hazards and action taken to supervisor, recommend solutions to long term safety concerns, and report all injuries, regardless of level, to supervisor;
- Recognize, detect, and report hazardous and bio-hazardous materials to supervisor;
- Understand and carry out oral and written directions and effectively communicate oral and written directions to others;
- Establish and maintain cooperative relationships with supervisors, other employees, and the public;

### **EXAMPLE OF EQUIPMENT USED**

May drive light trucks on occasion, works in immediate proximity to stationary mechanized and commercial and public vehicles, may utilize power hand tools and equipment.

### **ENVIRONMENTAL CONDITIONS**

Work is performed mainly outdoors in both hot and cold weather under noisy conditions and in heavy traffic. Temperature extremes will vary depending on seasonal exposure. Tasks must be accomplished during high snowfall accumulations and under related conditions. Both stationary mechanized equipment and heavy motorized equipment and vehicles operate within the base facility on an ongoing basis, creating congested, noisy and dusty conditions.

There is potential for exposure to oily, wet and icy surfaces, gasses, chemical and particulate irritants, airborne pathogens, bio-hazard materials, and hazardous waste materials, such as motor oil, solvents, cleaners, batteries and chemicals. This position involves working closely with others and may include irregular and/or long shifts. Equipment used on the job presents an exposure to moving and vibrating equipment, noise and dust, as well as occasional mechanical and electrical hazard.

Sitting during vehicle operation is required for short periods during an 8 hour shift. The normal time spent riding and walking during collection route operations without a break is 2 hours, at which time a 15 minute break or half hour lunch period is provided. Safety equipment is available to each employee

and its use is mandatory for specific tasks and operations.

## **PHYSICAL DEMANDS**

### **Requirement**

Must pass a pre-employment physical examination by a company physician based on this job description, and subsequent physical evaluations as may be deemed necessary, must pass a pre-employment drug screen and participate in the ongoing company drug testing program.

### **Hearing**

Normal hearing and ability to speak clearly to communicate with co-workers under active, noisy conditions, and via telephone and radio. Hearing must also be adequate to distinguish direction from which sound emanates.

### **Vision**

Normal, corrected vision is necessary on a continuous basis for all essential duties.

### **Coordination & Dexterity**

Finger dexterity and arm-hand steadiness to work with power tools and hydraulic equipment. Must have coordination and ability to balance for extended periods while moving outside of vehicle during collection route and throughout the Transfer Station facility, up and down stairs, through alleyways, over objects and on uneven surfaces. Must be able to bend, stretch and reach on a continual basis, such as to collect refuse containers, adjust equipment, and enter and exit vehicles. Must be able to climb and work at heights of 14 feet and must have sufficient range of motion to lift arms to shoulder height, and above and below, for such activities as lifting refuse containers, covering and uncovering trucks and materials with tarps, and picking up debris.

### **Physical Strength**

Must have muscle force to lift and carry heavy objects ranging up to 65 pounds and to leverage, push and pull objects ranging up to 1,500 pounds and the trunk strength and stamina for repeated bending, twisting, squatting, pulling, walking and sitting, such as to carry refuse containers up and down stairs, through narrow spaces, and across streets; secure tarps over truck beds and to install and adjust tire chains.

Must be able to walk distance of 5 miles throughout the work day.

## **Job Description Acknowledgement**

I acknowledge that I have received the swamper job description and will abide by the rules and policies set forth. I understand that if I have questions about any department procedures, I should contact the Collection Department Manager, Safety Officer, or Human Resources Manager.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_