

**CITY OF VALLEY CITY, NORTH DAKOTA
SANITATION SPECIALIST I
JOB DESCRIPTION**

Title: Sanitation Specialist I
Department: Public Works
Reports To: Operations Superintendent
Supervisory Position: No

Date: 04/29/2019
Status: Non-Exempt
Class Grade: A-12

POSITION OBJECTIVE and PURPOSE:

Incumbents are responsible for collecting refuse and garbage. Duties include operating the garbage truck; collecting refuse and garbage; helping the Public Works Department; and, performing minor maintenance of truck.

DISTINGUISHING CHARACTERISTICS:

The Sanitation Specialist I is an entry-level position. Work at this level includes performing a wide variety of duties related to the collection of refuse and garbage. The Sanitation Specialist will work toward obtaining Class B Commercial Driver's License.

ESSENTIAL DUTIES:

1. Operates the garbage truck.
2. Collects refuse and garbage.
3. Performs minor maintenance of the truck which includes: greasing the truck; changing the oil; spot-checking the truck every day; and, bleeding and setting the brakes.
4. Works at the Transfer Station on a rotating Saturday schedule.
5. Helps the Public Works Department in other operations divisions.
6. Performs other duties of a similar nature or level, including dumpster delivery and repair.

EDUCATION and EXPERIENCE:

High School Diploma or General Equivalency Degree (G.E.D.); or, an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed below.

Knowledge of:

- Garbage truck operation;
- Proper disposal and storage of hazardous waste materials;
- Basic mechanics of heavy equipment.

MINIMUM QUALIFICATIONS:

Skills (position requirements at entry)

- Driving the garbage truck;
- Dealing with the public;

- Basic computer skills;
- Communication, interpersonal skills as applied to interaction with coworkers, supervisor, the general public, etc. sufficient to exchange or convey information and to receive work direction.

PHYSICAL REQUIREMENTS:

Positions in this class typically require: climbing, balancing, stooping, kneeling, crouching, reaching, standing, walking, driving, pushing, pulling, lifting, grasping, talking, hearing, seeing and repetitive motions.

Incumbents may be subjected to moving mechanical parts, vibrations, personal injury, fumes, odors, dusts, gases, poor ventilation, blood or other body fluids, chemicals, oils, extreme temperatures, work space restrictions, intense noises, and travel.

Very Heavy Work: Exerting in excess of 100 pounds of force occasionally, and/or in excess of 50 pounds of force frequently, and/or in excess of 20 pounds of force constantly to move objects.

LICENSING REQUIREMENTS:

Valid Class B Commercial Driver's License (within 6 months of hire date)