

PERMANENT PART-TIME TRASH LABORER

GENERAL DEFINITION

This is unskilled manual labor work. Duties primarily involve collection of trash and recycling and the processing of recyclables. It may also involve maintaining borough park system.

Assignments are stable in nature and are carried out in accordance with specific work instructions and existing practices, procedures and precedents. Duties involve physical effort and exposure to some danger and the elements.

SUPERVISION RECEIVED

Work is closely supervised by an administrative and technical superior.

SUPERVISION EXERCISED

No direct supervision exercised.

KEY JOB RESPONSIBILITIES (Illustrative Only)

Picks up trash, loads it onto a truck and pulls handle to compact it.

Accepts, picks up and sorts recyclable materials; maintains the recycling center.

Stacks paper and cardboard.

Chops weeds, mows grass.

Performs related work as required.

Uses employee possessed skills to better Department functions.

KEY RESPONSIBILITIES IF POSITION INVOLVES LIMITED TRUCK DRIVING

Operates all public works pick-up trucks.

Connects and disconnects truck attachments.

Drives trucks between garage and work sites.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

Ability to care for, properly use, and maintain automotive and labor tools and equipment.

Ability to understand and follow limited oral and written instructions.

Ability to read and write at the eighth grade level.

Ability to perform manual labor safely for extended periods under all types of weather conditions.

Ability to physically and mentally perform all essential job functions.

Ability to establish and maintain effective working relations with associates, other borough employees and the general public.

Knowledge of local geography.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES IF POSITION INVOLVES LIMITED TRUCK DRIVING

Knowledge of automotive truck driving principles and practices.

Knowledge of driving and labor hazards and related safety precautions.

Knowledge of state traffic laws.

PHYSICAL REQUIREMENTS

Ability to sit for up to 4-8 hours, stand for up to 2-8 hours, walk for up to 2-8 hours and drive for up to 2-8 hours per work day.

Ability to bend, stoop, climb, crouch, lift, push/pull and reach above the shoulder up to 100% of the workday.

Ability to lift and carry files, tools and equipment up to 50 pounds up to 100% of the workday.

Ability to use both the right and left hand for repetitive actions and firm grasping of tools, equipment and objects.

Ability to drive automobile.

Ability to be exposed to dust, fumes, gases and noise when performing functions.

Ability to work long hours in adverse conditions (ex. winter storms, flooding, natural emergencies).

JOB LOCATION (Places where work is performed)

Borough buildings and areas inside and outside the Borough.

EQUIPMENT (Examples of machines, devices, tools, etc., used in job performance):

Automobiles, pickup trucks, lawn maintenance equipment, general mechanical tools, and all other tools as the job requires.

EDUCATION AND EXPERIENCE

None.

LICENSE

Possession of a valid Pennsylvania Driver's License with general knowledge of air brakes preferred.

Approved: _____ Date: _____

REVISED 04/14