



The City Beautiful

## City of Coral Gables Job Description

|                        |                                      |                       |         |
|------------------------|--------------------------------------|-----------------------|---------|
| <b>Job Title:</b>      | Sanitation Operator II               | <b>Prepared Date:</b> | 08/2014 |
| <b>Department:</b>     | Public Works/Public Service Division | <b>Approved By:</b>   |         |
| <b>Classification:</b> | 2105                                 | Glenn Kephart         |         |
| <b>Pay grade:</b>      | 15C                                  | Elsa Jaramillo-Velez  |         |
| <b>FLSA:</b>           | Non-Exempt                           | Carmen Olazabal       |         |



### Summary

Operates garbage truck and related vehicles in the performance of solid waste collection duties. Directs sanitation workers during collection. Work is assigned and performed under the supervision of a Senior Foreman.

### Essential Duties and Responsibilities

The following duties are normal for this position. The omission of specific statements of the duties does not exclude them from the classification if the work is similar, related, or a logical assignment for this classification.

Operates garbage truck and related vehicles to collect, transfer and remove trash and other debris.

Supervises sanitation workers assigned to the collection route and ensures that proper collection procedures are followed.

Monitors complaints and retrieves misses.

Performs required vehicle inspection and maintenance activities.

Prepares operator service request reports regarding deficiencies noted in vehicle operation and/or condition.

Follows assigned route. Offloads garbage at the appropriate facility.

Provides traffic control during collection process.

Answers questions from the public regarding collection schedules and acceptable refuse materials.

Maintains records of areas serviced by collection crews.

Reports any hazardous and unsafe conditions.

Performs site maintenance and repairs as needed.

Cleans interior and exterior of trucks, including behind the blade.

Refuels vehicles daily.

Performs work of a higher classification when required.

Assists cross/inter-divisionally to ensure that overall departmental goals are met.

Conforms with and abides by all regulations, policies, work procedures and instructions.

Conforms to all safety rules which include wearing and using all appropriate personal protection equipment.

Performs other related tasks as required.

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

Ability to read and understand departmental policies and procedures. Knowledge of the operation and maintenance of the equipment used in solid waste collection activities. Knowledge of the geography of the City or ability to read a City map. Knowledge of the required safety precautions. Ability to read and write. Ability to supervise the work of others in a manner conducive to full performance and high morale.

### **Physical Requirements**

Must have the use of sensory skills in order to effectively communicate and interact with other employees and the public through the use of radio and personal contact as normally defined by the ability to see, read, talk, sit, stand, hear, use hands to fingers dexterity, handle, feel or operate objects, read and write. Work is predominately outdoors in a noisy environment. Exposure to equipment, gauges, noise, smells, dust, extreme temperatures and adverse conditions such as rain and wind are common. Work is strenuous and must be able to lift, carry and or push burdens in excess of 55 pounds. Must be able to wear safety glasses, safety shoes, gloves, vests, and bump cap. Must have the physical ability to climb up into and down from trucks, reach above and below shoulders, walk and bend.

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

### **Minimum Education and Experience**

High school diploma or equivalent.

Valid Florida Class B commercial driver's license with air brake endorsement.

Six months experience driving trucks or related equipment.

A comparable amount of training or experience may be substituted for the minimum qualifications.