



VENTURA REGIONAL SANITATION DISTRICT

SOLID WASTE WORKER I/II

*Class specifications are only intended to present a descriptive summary of the range of duties and responsibilities associated with specified positions. Therefore, specifications **may not include all** duties performed by individuals within a classification. In addition, specifications are intended to outline the **minimum** qualifications necessary for entry into the class and do not necessarily convey the qualifications of incumbents within the position.*

DEFINITION:

Under general supervision, performs a variety of maintenance and construction tasks, executing weighmaster duties, and serves as a traffic spotter, directing traffic at solid waste facilities. Operates light to medium construction equipment, conducts routine grounds maintenance, repairs, and cleaning, and utilizes a variety of hand and power tools.

DISTINGUISHING CHARACTERISTICS:

The Solid Waste Worker I is an entry level maintenance classification that is characterized by the responsibility for erosion control, landscaping, landfill gas pipe maintenance, and general maintenance of grounds at active and closed landfills.

The Solid Waste Worker II is a journey level maintenance class responsible for performing maintenance, construction, and weighmaster functions in support of solid waste operations. Incumbents perform a variety of unskilled and semi-skilled activities and may occasionally be assigned special projects requiring a greater degree of skill in one of the trades or as a weighmaster.

These classifications are distinguished from the Solid Waste Equipment Operator in which incumbents spend the majority of their time operating heavy equipment such as dozers and scrapers in construction and operations activities.

SUPERVISION RECEIVED:

This position receives direct or general supervision from a designated supervisor or manager.

SUPERVISION EXERCISED:

The Solid Waste Worker I/II exercises no supervision.

ESSENTIAL FUNCTIONS:

Duties may include, but are not limited to, the following examples.

- Perform manual labor tasks including, but not limited to, construction activities including carpentry, electrical, painting, concrete construction, patching asphalt, pump repairs, and arc/gas welding; perform custodial tasks in office and service buildings; and perform duties related to site cleanliness and dust control.
- Direct and control vehicle traffic at the landfill areas where equipment and personnel may obstruct traffic flow. Provide information to landfill customers on safe unloading procedures; separate private and commercial users to increase efficiency and safety.

- Assist in construction activities by acting as road crew person for surveyors and hauling/laying pipe; paint buildings, fences, tanks, and other such structures.
- Trim trees, hedges and shrubs using lopping shears and chainsaw; perform routine grounds keeping tasks such as operating power mowers, weeding, thinning, and planting landscaped areas; bag and/or pick up bags filled with litter; transport litter bags to landfill pit; post signs; and repair and install fencing.
- Perform load inspections to ensure compliance with regulations; maintain waste permit files and other records; and collect and reconcile fees.
- Engage courteously with clients and staff, resolve conflicts, and promote a positive workplace environment.
- Assist in cutting, laying, and welding pipe and the installation of valves and petcocks, controls, and other devices to maintain and construct methane gas lines; assist in the servicing of flare and pumping stations by monitoring and replacing mechanical parts; maintain leachate collection tank pumps.
- Operate a variety of construction equipment and water trucks to assist in landfill operations, construction, or site maintenance.
- Perform weed and pest control mitigation activities; count and perform seagull abatement duties.
- Conduct regular inspections of the grounds to identify erosion and drainage-related damage and promptly notifies the supervisor of any issues. Inspect and service equipment and vehicles by checking air and fluids, fueling, and washing; and maintain vehicle service and operation records.
- May open and close main and service gates; conduct material counts; and perform courier services.
- Ensure safe practices are followed on the work site, including maintaining safe work areas.
- Maintain basic logs, records of work and time sheets.
- Performs related duties and responsibilities, as assigned.

EDUCATION AND/OR EXPERIENCE:

Any equivalent combination of experience and education that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

Experience:

Solid Waste Worker I

Six (6) months of experience performing maintenance and repair work, preferably in a solid waste operation, or the performance of related work.

Solid Waste Worker II

Two (2) years of increasingly responsible experience performing semi-skilled maintenance, landscape, or construction activities preferably in a solid waste operation.

Education:

Solid Waste Worker I/II

Equivalent to a high school diploma.

License/Certificate:

Possession of, or ability to obtain, a valid Class C California driver's license, and a driving record acceptable for insurability.

KNOWLEDGE AND ABILITIES:

The following are a representative sample of the KSA necessary to perform the essential duties of the position.

Knowledge of:

- Basic techniques and practices in performing semi-skilled carpentry, plumbing, welding, painting and concrete construction work and custodial activities.
- Vehicle maintenance procedures.
- Grounds keeping and custodial activities.
- Safety practices related to direction of large vehicles, heavy equipment and traffic at a landfills and related areas.
- Basic arithmetic and fee calculations.
- Speaking and understanding English sufficiently to communicate clearly and comprehend information provided in meetings and trainings.
- Basic rules and regulations governing landfill permit requirements.
- Safe work practices relating to solid waste operations, maintenance, and construction activities.
- Public contact techniques.
- Collaborates effectively within a team and consistently adheres to instructions.

Ability to:

- Perform unskilled and semi-skilled work in carpentry, plumbing, welding, painting, and concrete construction.
- Service and operate vehicles and light construction equipment.
- Communicate effectively both orally and in writing.
- Apply safety practices related to solid waste operations, maintenance, and construction activities.
- Make routine arithmetical calculations related to construction projects, loading tonnage or determining tipping fees.
- Accurately maintain records and fees.
- Perform manual labor associated with maintenance and construction work.
- Tolerate physically strenuous work and environment associated with solid waste facility.
- Walk up or down uneven terrain or irregular surfaces.
- Operate power hand tools.
- Safely perform traffic control at the landfill.
- Establish and maintain cooperative working relationships.

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- Read, understand and explain laws and regulations relating to use permit restrictions.
- Follow safe work practices in solid waste operations, maintenance, and construction activities.
- Demonstrate tact and diplomacy with landfill users.
- Identify hazardous materials and report.

WORKING CONDITIONS:

Position requires sitting, standing, walking on uneven, level and/or slippery surfaces, reaching, twisting, turning, kneeling, bending, stooping, squatting, crouching, grasping, and making repetitive hand movement in the performance of daily duties. The position also requires both near and far vision when inspecting work and operating assigned equipment. The need to lift, carry and push tools, equipment and supplies weighing up to 100 pounds is also required. Additionally, the incumbent in this outdoor position works in all weather conditions including wet, hot, and cold. The incumbent may use cleaning chemicals and work in and around the landfill which may expose the employee to fumes, dust and air contaminants. The nature of the work also requires the incumbent to climb ladders, use power and noise producing tools and equipment, drive motorized vehicles and light to medium equipment, operate equipment on unstable surfaces, work around moving heavy equipment and in confined spaces.

Pursuant to California Government Code Section 3100, all public employees are required to serve as disaster service workers subject to such disaster service activities as may be assigned to them by their superiors or by law.