



The City Beautiful

City of Coral Gables Job Description

Job Title: Sanitation Worker
Department: Public Service
Classification: 2101
Pay grade: 12C
FLSA: Non-Exempt

Prepared Date: 12/07
Approved By: Daniel Keys
Approved By: Marjorie H. Adler

Summary

Physical work, out-doors, walking house-to-house providing sanitation services to the citizens of Coral Gables; including collecting garbage, collecting recyclable products and removing trash. Work is assigned and performed under the direction of a crew leader.

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.

Extensive walking of assigned route; collects garbage or recyclables and deposits them in the appropriate collection vehicle.

Operates pickup truck in the performance of duties.

Performs required vehicle inspection and maintenance activities.

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

Assists with trash collection operation by consolidating discarded materials in trash collection sites utilizing a rake or by other approved methods.

Collects trash and debris and deposits it into collection vehicle; empties public litter cans.

Ensures proper placement of lids back on garbage containers and places recycling bins in proper location before moving on to the next stop on the route.

Sorts and divides recyclable materials and places them in appropriate locations on the vehicle; leaves non-recyclable products in the bin and informs the resident by an approved method as to why the materials were not collected; retrieves missed recyclable products, trash and garbage.

Retrieves dead animals as required.

Provides traffic control during collection process.

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

Assists driver with offloading garbage, trash and recyclables at the appropriate facility.

Reports any hazardous and unsafe conditions.

Performs site maintenance and repairs as needed.

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

Performs work of a higher classification when required.

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

Performs other duties as required.

Knowledge, Skills, and Abilities

Knowledge of departmental policies and procedures, City Personnel Rules and Regulations, etc.
Knowledge of the operation and maintenance of the equipment used in solid waste collection activities.
Ability to read and write.

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. Exposure to extreme temperatures and adverse conditions such as rain and wind are common. Work is strenuous with extensive walking. Must be able to lift, carry, and 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, bend and pull.

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

Minimum Education and Experience

High school diploma or equivalent.

Valid Florida driver's license.

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