

**City of Sallisaw
Job Description**

Job Title: Crew Leader - Sanitation

Exempt (Y/N): No
Date: October, 2014

Department: Sanitation
Reports To: Sanitation Superintendent

SUMMARY

The incumbent is responsible for driving various sanitation trucks. The incumbent is responsible for the safety of the co-workers riding on the truck. Incumbent drives the following: Roll-off truck with reeving hoist; residential truck with cart tippers; commercial front load trash truck; pickup truck.

*This position subject to random drug and/or alcohol testing.

ESSENTIAL DUTIES AND RESPONSIBILITIES include, but are not limited to, the following. Other duties may be assigned.

1. Provide instruction, supervision, and work assignments for all sanitation employees.
2. Sets pick up and dumps roll-off containers.
3. Hauls manifested loads like wastewater and water treatment plant sludge.
4. Hooks, unhooks and hauls stationary and self contained compacters.
5. Keeps track of the date when roll-off containers are set and when they are to be pick up.
6. Learns five different residential routes; five different commercial routes.
7. Fills out work orders when needed.
8. Operate a heavy-duty collection truck equipped with a hydraulic packer and dump with manual and automatic transmissions.
9. Transports refuse on assigned route to city landfill.
10. Assists in collection and loading operations, which include assisting in the replacement of broken polycarts.
11. Performs minor repair and preventive maintenance and other duties to equipment as assigned.
12. Repairs and cleans polycarts as assigned.
13. Replaces and sets polycarts for new accounts as assigned.
14. Cleans and performs minor maintenance and repair on sanitation building.
15. Assists at landfill when needed.

16. Appear for scheduled work with regular, reliable and punctual attendance
17. Performs other duties as assigned.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE

High school diploma or general education degree (GED) and one (1) year related experience and/or training. Knowledge of traffic laws and regulations in the safe operation of equipment, and other methods used in sanitation work.

LANGUAGE SKILLS

Ability to read and comprehend simple instructions, short correspondence, and memos. Ability to write simple correspondence. Ability to effectively present information in one-on-one and small group situations to customers, clients, and other employees of the organization.

INTERNAL AND EXTERNAL COMMUNICATION

Contacts with other city departments as well as the public. Must be able to maintain a cooperative working relationship with other departments and personnel of the city.

MATHEMATICAL SKILLS

Ability to add, subtract, multiply and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

REASONING ABILITY

Ability to apply common sense understanding to carry out detailed but uninvolved written or oral instructions. Ability to deal with problems involving a few concrete variables in standardized situations.

CERTIFICATES, LICNESES, REGISTRATIONS

Must possess a valid Oklahoma driver's license with CDL. Must have driving record suitable to City's insurance carrier.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

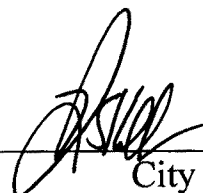
While performing the duties of this job, the employee is regularly required to talk and hear. The employee frequently is required to sit, stand and walk; uses hands to handle and feel; reaches with hands and arms. Must be able to climb, balance, stoop, kneel, crouch, or crawl. The employee must occasionally lift and/or move more than 50 pounds. Specific vision abilities required by this position include; distance and color vision, depth perception, peripheral vision and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this position the incumbent is exposed to outdoor weather conditions, works near moving mechanical parts, is at risk of vibration. The incumbent is exposed to fumes and airborne particles. The noise level in the work environment is usually loud.

** A pre-employment drug test is required.

Approved:  _____ Date: 6/7/2022
City Manager

Date Modified: 01/25/2015
08/06/2018
06/07/2022