POSITION DESCRIPTION

TITLE: Temporary General Labor – Solid Waste Division

Scope of Responsibility: A temporary position held within the Department of Public Works - Solid Waste Division. Under close supervision, performs general labor and maintenance tasks to maintain the landfill, recycle, and transfer station facilities in accordance with all safety regulations and procedures.

Essential Functions: Normal duties would include but would not be limited to the following:

- Operates pickups and flatbed trucks (not requiring a commercial driver's license), and miscellaneous hand tools in accordance with all safety regulations and procedures; conducts routine equipment maintenance and daily equipment inspections according to County standards.
- Performs manual labor assignments as needed, cuts brush with hand tools, chips, loads and hauls brush and other debris to improve functionality of landfill and associated facilities.
- Responds to emergencies as directed and performs tasks in the interest of public safety during emergencies.
- May be required to operate a backhoe, forklift, or small equipment to complete tasks.

Minimum Qualifications:

- High school diploma or GED certification or equivalent.
- Possession of valid Washington State Driver's License and a satisfactory past driving history.

Preferred Qualifications:

- Experience in large equipment operation.
- Experience in construction.
- Experience in maintenance.
- CPR/first Aid Certified.

Knowledge, Skills and Abilities: Appear for scheduled work with regular, reliable and punctual attendance. Establish and maintain cooperative, effective, and productive working relationships using tact, patience and courtesy. Effectively plan and organizes work and complete tasks within prescribed timeframes. May be required to work over 40 hours in a work week.

Ability to:

- Perform routine manual labor tasks including heavy lifting and carrying in excess of 50 pounds, pushing and pulling.
- Read, understand and enforce safety rules and regulations.

- Establish and maintain effective work relationships with coworkers and supervisors.
- Remain composed and professional in stressful situations.
- Drive a pick-up truck or other light vehicle in a safe and courteous manner.
- Pickup, sweep and shovel material.
- Perform routine manual labor tasks including regular strenuous physical exertion.
- Deal courteously and tactfully with the general public.
- Understand and execute complex oral and written instructions.
- Operate a backhoe, forklift, or small equipment to complete tasks.

Physical Demands: The field duties and operating equipment require walking on various type of surfaces, sitting, standing, often for long periods, maintaining balance, climbing stairs and inclines, bending, stooping, reaching, pushing, pulling, twisting. Requires a sense of touch, finger dexterity, gripping with fingers and hands, lifting and transporting up to 50 pounds and occasionally moving up to 70 lbs. Ability to operate passenger vehicle. Requires ability to discern normal voice conversations and alarms, to convey information and have close, far, side vision with depth perception. Ability to work outside the adverse weather conditions such as, exposure to direct sunlight, outside temperatures extremes, dampness, ice and snow, noxious weeds and plants, dust, pollens and insect stings. Requires wearing of safety equipment as prescribed by the WISHA and management. Additional hazards are possible as it relates to maintenance operations.

Acknowledgements: The statements herein reflect general details as necessary to describe the principal functions of this job, the level of knowledge and skill typically required, and the scope of responsibility**,** but should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned including work in other functional areas to cover absences or relief, to equalize peak work periods or otherwise to balance the workload.

THIS POSITION DESCRIPTION DOES NOT CONSTITUTE A CONTRACT FOR EMPLOYMENT.

_____ _____
Employee Signature Date

_____ _____
Supervisor Signature Date

_____ _____
Department Head Signature Date

Effective Date: 03/16/2017	EEO Code:	Department: Public Works
Dates Amended: 03/16/2017	Union: No	Division: Solid Waste
FLSA Exempt: No	Grade: Temporary	