# JOB ANNOUNCEMENT
# CITY OF TROY, AL
# INTERNAL/EXTERNAL

## CLASSIFICATION TITLE: ENVIRONMENTAL SERVICES WORKER II

**FLSA DESIGNATION**: NON-EXEMPT, CLASSIFIED

**OPENING DATE**: 08/09/2019

**CLOSING DATE**: 08/19/2019

**PAY RATE**: **SKILL LEVEL 6**

## SUMMARY DESCRIPTION:

Under general supervision, this classification performs and assists with the regular operations of the city sanitation collection system, streets, sanitary sewer and storm water collection systems and assists in the maintenance of such equipment, and assists other departments on an as needed basis. Work is performed under the immediate supervision of the Crew Supervisor.

## REPRESENTATIVE DUTIES:

*The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.*

1. Performs manual work functions associated with trash and garbage pickup and removal; lifts and deposits trash into truck; empties garbage carts onto truck.
2. Removes spilled garbage, trash, or debris from curbsides and from ground around receptacles.
3. Handles garbage carts, trash receptacles and trash bags to prevent damage to customers' property; sweeps streets, sidewalks, gutters and related areas.
4. Unloads trash or garbage from truck at landfill site.
5. Performs maintenance tasks to keep truck and equipment in good working condition; checks fluid levels and tires; washes/cleans truck and equipment.
6. Reports equipment problems or malfunctions to appropriate supervisor.
7. Communicates via two-way radio and/or telephone; responds to dispatch requests; provides information; relays messages and/or directs calls.
8. Maintains good customer service relations.
9. Refers/reports complaints from citizens related to garbage or trash service to appropriate supervisor.
10. Posts notices as required regarding collection policies.
11. Assists in small construction projects including sidewalk repair, street repair and storm drains.
12. Cleans and operates small motorized equipment for the purpose of maintaining residential right-of-ways, including lawnmowers, weed eaters, edgers, blowers, and other handheld tools.
13. Controls traffic at work sites by flagging to guide traffic through work areas and/or setting up traffic control devices.
14. Perform related duties as required.

## QUALIFICATIONS

*The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.*

- Willingness to perform routine manual work.
- Ability to lift heavy weights.
- Knowledge of the occupational hazards and standard safety practices.
- Ability to operate and maintain hand and power tools in a safe and efficient manner.
- Ability to perform heavy manual labor.
- Ability to perform a variety of manual tasks for extended periods of time and in unfavorable weather conditions.
- Ability to operate a two-way radio and headset.
- Ability to work independently in the absence of supervision.
- Ability to understand and follow oral and written instructions.
- Ability to communicate clearly and concisely, both orally and in writing.
- Ability to be available to work nights, weekends, stand-by and emergency call-ins.
- Ability to establish and maintain effective working relationships with those contacted in the course of work.

## MINIMUM QUALIFICATIONS

A. High school diploma or GED, with a minimum of two years experience in a closely related field.
B. Subsequent to job offer, must submit to and pass a pre-employment physical, and drug and alcohol screening.
C. Subsequent to job offer, position subject to satisfactory background check.

## MINIMUM REQUIREMENTS TO PERFORM ESSENTIAL FUNCTIONS:

The following requirements are normal for this classification. Specific requirements may not apply to all positions within this classification, but are determined by the normal requirements for the particular position.

| **Essential Physical Abilities** |
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| Tasks require the ability to exert moderate, though not constant physical effort, typically involving some combination of climbing and balancing, stooping, kneeling, crouching, and crawling, and which may involve lifting, carrying, pushing and/or pulling of objects and materials of moderate weight (10-50 pounds). Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception and the ability to adjust focus. |
| **Supervisory Control** |
| The supervisor assigns work in terms of general instructions. The supervisor spot-checks completed work for compliance with procedures, accuracy, and the nature and propriety of the final results. |
| **Guidelines** |
| Guidelines include City of Troy Personnel Policies and procedures, benefits policies and procedures, the Risk Management Manual, and the City of Troy Core Values. These guidelines are generally clear and specific, but may require some interpretation in application. |

| Complexity |
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| The work consists of semi-skilled and skilled manual labor. The environmental extremities and ability to follow safety procedures contributes to the complexity of this position. |
| **Scope & Effect** |
| The purpose of this position is to provide support to the Environmental Services Director and to act under his supervision. Success in this position results in greater effectiveness of the Environmental Services' processes and services. |
| **Personal Contacts** |
| Contacts are typically with employees, co-workers, and members of the general public. |
| **Purpose of Contacts** |
| Contacts are typically to resolve problems and provide services. |
| **Work Environment** |
| Work is performed in a truck and in the field exposing employee to high and low temperatures; strong odors; dirt, dust and fumes, and in an outdoor environment with exposure to varying weather conditions; possibly bodily injury from moving mechanical parts of equipment, tools, machinery, or other vehicles in traffic situations. The incumbent's working conditions are typically moderately loud to very loud. |
| **Supervision Exercised** |
| DOC Workers |

NOTE:

Statements included in this description are intended to be representative of the duties and responsibilities of this job and are not to be interpreted as being all inclusive. The employee may be assigned other duties that are not specifically included. This job may also require meetings outside of normal business hours or work on weekends and evenings. Required traveling by auto for training or job assessments.

IF YOU BELIEVE THAT YOU ARE QUALIFIED FOR THIS POSITION AND WOULD LIKE TO COMPLETE AN APPLICATION, BLANK APPLICATIONS ARE AVAILABLE FROM:

HUMAN RESOURCES DEPARTMENT
301 CHARLES W. MEEKS AVE.
TROY, AL 36081

RESUMES WILL NOT SUBSTITUTE FOR AN APPLICATION. APPLICATIONS WILL REMAIN ON FILE 6 MONTHS FROM CLOSING DATE.

***The City of Troy is an Equal Opportunity Employer.***