

Job Objective (Purpose of the position): Collects refuse and recycling materials and performs maintenance and repairs to Township equipment and facilities as directed.

General Definition

This is routine, unskilled and semi-skilled work of minor difficulty. An employee in this position performs duties requiring heavy physical exertion related to refuse collection, construction and repair and maintenance of Township facilities and equipment.

Supervision Exercised

None

Supervision Received

Receives close supervision from the Director of Public Works or duly assigned, authorized supervisor.

Work Schedule

The employee in this position is required to work weekdays for a total of 40 hours per week. The employee may also be required to work additional hours if necessary.

Essential Job Functions (the listed examples may not include all of the tasks which may be required of this position)

- Rides on and walks beside refuse/recycling truck.
- Empties refuse/recycling containers into refuse/recycling truck and returns containers to curbside in a stand-up position.
- Cleans and maintains refuse/recycling trucks.
- Performs laborer duties as required.
- Performs routine cleaning maintenance on/in Township storm water facilities.
- Performs moderate manual excavation and shovels various materials such as, snow, sand, stone, etc.
- Performs various manual landscaping tasks such as, mowing and raking of yard waste.
- Operates powered landscaping equipment.
- Performs routine painting and general maintenance assignments.
- Loads and unloads materials to and from vehicles.
- Performs related duties as required.

Essential Knowledge and Abilities

- Knowledge of the operations of the refuse and public works departments.
- Knowledge of common labor practices.
- Knowledge of/or familiarity with common power tools and equipment.
- The ability to accurately complete administrative forms and reports in a timely fashion.
- The ability to apply common sense understanding to carry out instructions.
- The ability to carry out functions with or without supervision.
- The ability to carry out functions without posing a direct threat to the health and safety of others.
- The ability to communicate effectively.
- The ability to work courteously and tactfully when dealing with others.
- The ability to work in coordination with others.

Required Special Qualifications

- The employee must meet the approved minimal physical standards as approved by a Springfield Township-sponsored Physician.
- Must have considerable physical strength, speed and stamina.
- Must have considerable eye-hand coordination and overall physical coordination.

Physical Demands

- The ability to sit, handle office implements, and perform fine manipulation occasionally; stand, walk, climb, bend, and crouch occasionally.
- The ability to drive automotive equipment occasionally.
- The ability to withstand exposure to weather, traffic hazards, high noise levels, dust, and uneven surfaces frequently.
- The ability to sit at a desk or table for short periods of time.
- The ability to use hands to finger, handle or feel.
- The ability to stoop, kneel, crouch or crawl.
- The ability to reach with hands and arms.
- The ability to withstand exposure to smoke, fumes, irritating chemicals or toxic conditions frequently.
- The ability to crawl, balance, walk, bend, climb stairs and ladders; and handle vehicle controls, tools, and equipment frequently.
- The ability to sit, stand, twist, crouch, kneel, reach at all levels; lift and carry up to 40 lbs.; and perform fine manipulation occasionally.
- The ability to withstand exposure to weather, unprotected heights, uneven or slippery surfaces and dusty conditions frequently, and to high noise levels and temperature extremes (up to 100° F.; down to 0° F.), occasionally.
- The ability to work in high places.
- Frequently standing or walking.
- Frequently lifting light objects (less than 40 pounds).
- Frequently lifting objects weighing 40 to 60 pounds.

Minimum Education, Training and Experience Required

A High School Diploma or equivalent is required. 3-5 years of municipal work or equivalent construction trade experience. A valid Pennsylvania Driver's License, Class C is also required, with the ability to obtain a Commercial Driver's License within one (1) year of hire.

Job Location (Place[s] where work is performed)

Springfield Township Public Works Facility Building and various locations throughout the Township.

Equipment (Examples of machines, devices, tools, etc. used in job performance) Chain saw, edger, weed trimmer, power tools, snowplow truck, tractor, pick-up truck, car, van, pumps and test equipment.

Acknowledgement

I have reviewed this job description and I understand all my job duties and responsibilities. I am able to perform the essential functions as outlined. I understand that my job may change on a temporary or regular basis according to the needs of my department.

Employee Signature: _____ Date: _____

