

**City of West Carrollton, Ohio**  
*An Equal Opportunity Employer*

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**Position Title: Refuse Worker I**

**Department: Service Department**

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**Employment Status: Full-time**

**FLSA Status: Non-Exempt**



**GENERAL NATURE OF WORK:** An employee in this class is responsible for the performance of various physical tasks in the Refuse Division within the Service Department. The Refuse Worker I performs tasks outlined by the Public Works Superintendent or his assigns. The Refuse Worker I drives the two-man Refuse Truck, picks up refuse from residences and other locations, and works the refuse loading mechanism on the two-man Refuse Truck. Although regular assignments may be performed according to established routines and under general supervision only, other assignments may be performed under direct supervision or according to specific and detailed instructions.

**MAJOR JOB DUTIES AND RESPONSIBILITIES:**

1. Operates the two-man Refuse Truck on designated city routes.
2. Performs routine maintenance on two-man Refuse Truck including: safety check, fluid levels, tire pressure, and hydraulic leaks.
3. Operates the mechanism for loading, compressing and dumping refuse on the refuse truck.
4. Performs the daily collection of refuse containers and carries them from the curb to the refuse truck, empties refuse containers into the refuse truck, returns containers to the curb.
5. Assists with safety checks, general servicing, general maintenance, and minor repair of automotive and other Division equipment.
6. May assist in curbside leaf pick-up.
7. May operate the various equipment, vehicles, and other similar or related equipment of the Street Department.
8. May assist the Street Department with its various tasks.
9. Performs routine janitorial and grounds maintenance duties.
10. Performs other duties as required in assigned Division and/or other Divisions.

**SUPERVISORY RESPONSIBILITIES:**

This is a semi-skilled position and is NOT deemed a supervisory position, although an employee in this position may fill the role of crew leader when assigned certain tasks.

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**DESIRABLE KNOWLEDGE, SKILLS AND ABILITIES:**

1. Sufficient knowledge of refuse collection systems.
2. Sufficient knowledge of the operations and maintenance of job related vehicles, machinery, tools, and equipment.
3. Sufficient knowledge of the occupational hazards and corresponding safety precautions necessary for the safe performance of assigned duties.
4. Sufficient experience to safely operate mechanical and motorized equipment under all types of weather conditions.
5. Skill in dealing firmly, tactfully, and courteously with the general public and city employees.
6. Ability to establish and maintain effective working relationships with city officials, fellow employees, other city employees, and the general public.
7. Ability to perform manual labor for extended periods of time under any and all types of weather conditions.
8. Ability to understand and follow verbal and/or written instructions.
9. Ability to maintain records, prepare reports and write and speak clearly.
10. Ability to work under the direction of the Public Works Superintendent and/or his assigns.

**DESIRABLE TRAINING AND EXPERIENCE:**

1. Graduation from a standard high school or equivalent or any combination of training and experience which provides the desired knowledge, skills, and abilities.

**NECESSARY SPECIAL REQUIREMENTS:**

1. Valid State of Ohio driver's license.
2. Knowledge of state and local motor vehicle laws.
3. Possession of a valid State of Ohio Class B Commercial Driver's License with Air Brake and Tanker Endorsement.
4. Must be in good physical condition, i.e. ability to meet Essential Functions of Position and drug testing as required by the State of Ohio and/or the City of West Carrollton.
5. Ability to work other than normal working hours, including holidays and weekends as necessary.

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**ESSENTIAL FUNCTIONS OF POSITION:**

The following list of Essential Functions for the above named position includes activities that must be performed efficiently, effectively, and safely in the execution of daily required tasks.

1. Ability to perform the related job duties and responsibilities of the position of Refuse Worker I (maintenance of street and refuse systems and related equipment)
2. Ability to extend arms in a wide range of movements (reach files, documents, publications, equipment handles)
3. Ability to effectively manipulate hands, fingers and wrists or to duplicate the following by other means (grasping, holding, keyboarding, repetitive movements)
4. Ability to visually define, recognize, evaluate and differentiate objects (seeing written information, messages, signs, warnings, safety hazards)
5. Ability to effectively read and comprehend written communication (read memos, technical manuals, instructions, labels)
6. Ability to physically negotiate different types of terrain with proper mobility to control body direction (walk over curbs and obstacles, on gravel, over unimproved paths and hilly terrain, on flat surfaces, tile, carpet)
7. Ability to exert enough force to elevate objects of varying weight and size (lifting equipment, tools, humans, protective equipment)
8. Ability to exert enough force to move stationary objects towards or away from their former position (pull carts, equipment, push carts, machinery)
9. Ability to apply enough physical effort to lift the body's center of gravity to a higher or lower position (climb ladders, stairs, ropes, walls, equipment, towers)
10. Ability to withstand extremes in temperatures and to function in all types of weather conditions (heat, humidity, below freezing, wind chill)

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*This position description in no manner states or implies that these are the only duties and responsibilities to be performed by the position incumbent. I agree that I am able to perform the essential functions of the position satisfactorily and, if requested, reasonable accommodations will be made by the city to enable employees with disabilities to perform the essential functions of their job, absent undue hardship to the city. My signature below signifies that I have reviewed and understand the contents of my position description.*

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(Signature of Employee)

(Date)

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(Approving Authority)

(Date)