

Position Description - Solid Waste Collection Technician Working Draft Version 3.0

Overview

The Solid Waste Collection Technician is responsible for day-to-day collection of solid waste in a community. Collection will involve “curbside” collection of solid waste and recyclables throughout a community. Solid waste could include garbage, recyclables, or organics.

The scope of duties will vary depending on the size of the community and types of waste and recyclables collected (e.g., waste for disposal, recycling material for diversion or organics for composting).

Required knowledge, skills, and abilities to handle waste and material will vary but the position will require good organizational skills, the ability to manage multiple tasks, do physical work (lifting or carrying heavy objects), communicate effectively with the co-workers and the public, understand and apply applicable regulations and procedures, and complete paperwork. The incumbent may be required to work alone or as part of a team.

The Collection Technician requires the ability to operate a waste collection vehicle and requires a valid driver license. The Collection Technician may require special skills for air brakes and/or hydraulic mechanisms. Basic equipment maintenance tasks may also be required.

The Collection Technician may be required to respond to emergencies including a vehicle accident, fire (in the collection vehicle, recycling facility, the landfill or the area surrounding the landfill), spills of flammable, corrosive or toxic materials and workplace accidents.

Position Duties and Responsibilities

The Collection Technician will be responsible for the following tasks:

Daily as required:

- Collect waste, recycling, or organic materials on a regular route and according to a set schedule
- Litter management and cleanliness during collection activities
- Follow a regular route and collect and transport waste, recycling or organic materials to a dedicated facility, according to a set schedule
- Identify and separate various material placed at the “curbside” including waste intended for disposal, recycling and organics as required
- Assist the public to ensure they understand what material is acceptable as waste, recycling, or organics
- Adhere to all procedures including ensuring personal safety and health and protection of the public and the environment
- Communicate and report to the Solid Waste Management Supervisor as required (e.g., reporting waste/recycling bins need repair or replacement)

- Repair or replace collection bins as required
- Track and report data as required and, in the form, required by the Solid Waste Management Supervisor
- Follow inspection and maintenance schedule for the collection vehicle and equipment as outlined in operating procedures (e.g., vehicle “walk around”, following maintenance schedule)

Emergency Response

In the event of an emergency, the Collection Technician will be required to follow procedures responding to:

- Road accidents
- Spills or leaks of liquid material (used oil, flammable, corrosive or toxic liquids)
- Fire in the waste management facility
- Vehicle or equipment accidents
- Workplace accidents or accidents involving public