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Sanitation Collector

Employer

City of Arkansas City
118 W Central Ave
PO Box 778
Arkansas City, KS 67005
620-441-4405

Job Description

Wage: \$13.81-23.21 Hourly

Job Type: Full Time

Department: Public Services Department

GENERAL OVERVIEW OF POSITION AND RESPONSIBILITIES

Performs a variety of unskilled manual work associated with solid waste collection.

SUPERVISION RECEIVED

Works under the general guidance and direction of the Sanitation Supervisor.

SUPERVISION EXERCISED

None.

ESSENTIAL FUNCTIONS

Essential functions of the job may include but are not limited to the following:

- Collect solid waste at residences as well as city and public facilities.
- Carry refuse both in containers and bundles.
- Operate truck compactor and cart lift systems.
- Perform maintenance on trash and recycling carts.
- Clean, wash and perform maintenance on sanitation vehicle.
- Cooperate with the public along the collection route.
- Provide carry out service for citizens in need.
- Performs other manual labor and maintenance duties as assigned.

- Perform scheduled in-house maintenance, janitorial duties, mowing, etc.

NON-ESSENTIAL FUNCTIONS

- Attendance at training, workshops and seminars.
- Serves on various employee or other committees as assigned.
- Perform other duties as assigned.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

- Knowledge of equipment, facilities, materials, methods and procedures used in sanitation procedures.
- Skill in operation of all listed tools and equipment.
- Ability to work safely.
- Ability to communicate effectively both verbally and in writing.
- Ability to establish and maintain effective working relationships with employees, other departments and the public; understand and carry out written and oral instructions.
- Ability to perform at a satisfactory level with limited supervision and/or assistance in job assignments.

COMMITMENT TO MISSION AND ORGANIZATIONAL VALUES

It is each employee's commitment to uphold these core values while representing the City of Arkansas City in carrying out municipal duties as public servants. These values should form the basis for interactions with the general public, with other agencies and with each other.

Mission

The City of Arkansas City strives to provide a high quality of life for its citizens by furnishing a variety of efficient services in a professional, courteous manner.

Statement of Organizational Values

- We value Professional Ethics, which includes:
 - Honesty
 - Compassion
 - Fairness
 - Confidentiality
 - Reliability
 - Stewardship of resources
 - Respectfulness
 - Non-discriminatory behavior
 - Professionalism & personal courtesy

We value Commitment to Citizens through Customer Service, which includes:

- Courteous interaction with the public
- Pride & ownership
- Programs that address citizen needs

- A sense of urgency and responsiveness
- A service-oriented approach to patrons
- Listening as well as hearing

We value *Commitment to Excellence*, which includes:

- An ability to see the big picture
- A sense of pride
- A commitment to employee knowledge
- Employee professionalism
- Accountability
- Teamwork
- Protection of health, safety & public welfare
- A willingness to embrace change
- A commitment to organizational goals
- Clear communication

EDUCATION AND EXPERIENCE

- High school diploma or acceptable equivalent.

CERTIFICATION(S) AND LICENSE(S)

- Must possess a valid driver's license with a safe driving record as determined by the employer.

PRE- EMPLOYMENT TESTING

Components of the following pre-employment testing may be conducted and must be successfully completed by the employee:


- Criminal history background checks.
- Physical Capacity Profile – Level 4.
- Drug screen.
- Alcohol testing.

WORK ENVIRONMENT AND CONDITIONS

The work environment and conditions described here are encountered in performing the essential functions of this position. While performing the duties of this job, the employee frequently works in outside weather conditions. The employee occasionally works in high, precarious places and is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, risk of electrical shock, and vibration. The noise level in the work environment is usually loud.

ESSENTIAL PHYSICAL FUNCTIONS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.



Must meet Level 4 in Department of Labor's Dictionary of Titles – Heavy Work exerting 50 to 100 pounds of force occasionally, and/or 25 to 50 pounds of force frequently, and/or 10 to 20 pounds of force constantly. Involves walking, sitting, standing, climbing, stooping, crawling, kneeling, and stretching as required.

BENEFITS & APPLICATION INSTRUCTIONS

Apply Online: <https://www.arkcity.org/>

