

Title: Solid Waste Foreman
PG: 47
Status: Civil Service
Position Reports to: Manager of Solid Waste
Department: Public Works

Class Code: 7116
Date: 09/08

GENERAL DESCRIPTION OF CLASS:

This is skilled work overseeing employees engaged in the City's solid waste and recycling collection program, from commercial and residential customers. Work involves assisting the Solid Waste Supervisor to carry out collection activities of multiple solid waste crews. Insures that service is provided in accordance with City ordinances and division policy. Work is performed under the administrative direction of the Manager of Solid Waste, who reviews and evaluates performance through conferences, reports, and field inspections.

ESSENTIAL FUNCTIONS:

1. Checks equipment daily for availability. Coordinates with Fleet Management for maintenance and repair of equipment.
2. Dispatches crews and checks the progress of work performed in the field.
3. Inspects collection routes to check and document work performance and safety practices of crews, receives and responds to customer complaints about service or operations, checks for illegal disposition of refuse and explains Division policy regarding refuse collection to customers.
4. Investigates violations of chapter 86 of City Code citations for violations when warranted.
5. Assists drivers and crews in work related field issues; provides input to Solid Waste Supervisor on performance evaluations.

ADDITIONAL RESPONSIBILITIES:

1. May be assigned to commercial, residential, yard trash, recycling and/or garbage collection routes for training purposes; will fill in as relief for a Solid Waste Collection Driver I, II, or III, when necessary.
2. Performs related work as required.

KNOWLEDGE, SKILLS & ABILITIES:

1. Knowledge of practices and equipment necessary in the collection and disposal of municipal solid waste.
2. Knowledge and ability to operate and use solid waste collection equipment.
3. Knowledge of the City's ordinances relating to the collection of solid waste.
4. Ability to assist supervisors in planning, laying-out, coordinating and scheduling the work of several solid waste crews.
5. Ability to establish and maintain effective working relationships with co-workers, other City employees and the general public.

WORKING ENVIRONMENT/CONDITIONS:

Requires light to medium physical work that involves walking, standing, driving most of the time, and also involves exerting between 20 and 50 pounds of force on periodic basis or considerable skill, adeptness and speed in the use of the fingers, hands or limbs in tasks involving close tolerances or limits of accuracy.

When performing field work, the job risks routine exposure to significant environmental hazards; including; bright/dim light, dust and pollen, extreme heat and/or cold, wet or humid conditions, extreme noise levels, animals/wildlife, fumes and/or noxious odors, traffic, and moving machinery, as well as possible exposure to disease/pathogens and toxic/caustic chemicals.

The job requires normal visual acuity, and field of vision, hearing, speaking, color perception, sense of smell, depth perception, and texture perception.

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QUALIFICATIONS (EDUCATION, TRAINING, AND EXPERIENCE):

1. High school or its equivalent.
2. Two (2) years of experience as a crew leader.
3. Completion of City University Level one (1) or completion within twelve (12) months.

SPECIAL REQUIREMENTS:

1. Must possess and maintain a valid state of Florida Class "B" Commercial driver's license with appropriate endorsements as are required by the employing department.
2. Must maintain a valid home telephone number.
3. Completion of the Solid Waste Safety Training Manual within 90 days from date of hire.
4. Must complete Lakeland City University training for New Supervisor – Level I, within 18 months from date of hire.
5. May be required to work overtime, or alternate hours, as necessary for the efficient operation of the department. Position may be designated as Mission Critical by Department Director.