Recycling/Waste Management Worker I

Job Code 00007088

General Description
This position is responsible for assisting in maintaining the university’s waste management program by servicing litter control barrels that are located throughout the university grounds.

Examples of Duties
Service litter control barrels and proper disposal of waste.
Picking up litter from grounds campus wide.
Maintain equipment and vehicles that are used on a daily basis for the operation of the waste management program.
Train student/temporary employees on recycling routes and use of equipment.
Track labor log hours for self and crew.
Ensures work time is recorded on proper job codes.
Perform other duties as assigned.

Knowledge, Skills, and Abilities
Knowledge of: litter control barrel routes; front load dumpster pick-up schedules; operating compactors, forklifts, and front load dumpsters.
Skill in: working with mileage logs, pick-up requests, labor logs, and timesheets; establishing a rapport with a variety of people; prioritizing workload; monitoring equipment and vehicles.
Ability to: read and understand work and pick-up request, equipment manuals, and labor logs; to perform basic math functions; effectively communicate and direct the work of others.

Education and Experience
To qualify for this classification, an individual must possess any combination of experience and education that would likely produce the required knowledge, skills, and abilities.

Other Requirements

Revised 09/27/2012