

SOLID WASTE SAFETY AND TRAINING SPECIALIST

DEFINITION

Under general supervision, assesses safety and training needs of the Solid Waste Management Division; designs and implements training programs to meet identified needs.

SUPERVISION RECEIVED/EXERCISED

Receives supervision from a Manager or designee. Exercises no supervision.

DISTINGUISHING CHARACTERISTICS

Solid Waste Safety and Training Specialist is a single position class assigned to the Solid Waste Management Division of the Public Utilities Department. The incumbent is responsible for identifying the training needs of the Division's field personnel, as well as establishing, maintaining and presenting training programs to familiarize new employees with operating procedures and to retrain employees who have experienced safety or work related accidents or injuries. This class is distinguished from Sanitation Operator in that the latter is the advanced working level class in which incumbents participate in solid waste collection and disposal. It is distinguished from Sanitation Supervisor in that the latter is the first line supervisory class.

EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES

May include, but are not limited to, the following:

Assesses training needs in the division as determined by reviews of accident/injury reports.

Develops and implements in-house training programs; designs criteria to measure effectiveness in meeting organization goals.

Investigates accidents/injuries to determine causes.

Develops safety measures to correct unsafe work practices as determined by reviews of accidents/injury reports.

Evaluates employees as they operate equipment and makes corrections and suggestions as necessary.

Trains new employees in the correct operation of all equipment and safety procedures.

Prepares required records, reports, and other correspondence.

Performs related duties as required.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Knowledge of:

The operating practices, hazards, safety rules, and precautions of safe refuse truck operation.

The California Department of Motor Vehicles' Commercial Motor Vehicle Pre-trip Inspection and Road Testing procedures.

Training principles and methodology.

The availability of training resources.

Accident/injury investigation techniques.

Skill/Ability:

Operate and demonstrate the use of refuse equipment.

Design and implement training programs.

Prepare clear and concise records, correspondence and other written materials.

Make clear and persuasive oral presentations.

Identify the causes of accidents/injuries and preventive steps that can be taken.

Establish and maintain effective working relationships with those contacted in the course of work.

MINIMUM QUALIFICATIONS

Education:

Possession of a High School Diploma or equivalent GED completion.

Experience:

Two (2) years of experience in solid waste collection and disposal driving a vehicle requiring a Class B License, or equivalent, which includes one (1) year of lead or training experience.

SPECIAL REQUIREMENT(S):

Must possess a valid Class B California Driver's License at time of application and maintain a valid Class B California Driver's License for the entire term of employment in this classification.

PHYSICAL DEMANDS

The physical demands described here are representative of those that are necessary to safely, effectively, and efficiently perform the essential functions of this job with or without reasonable accommodation.

This classification's physical demands involve heavy work exerting up to 100 pounds of force occasionally with assistance, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects. Additionally, the following physical demands may be required: balancing, climbing, crawling, crouching, feeling, manual dexterity, grasping, handling, hearing, kneeling, lifting, mental acuity, pulling, pushing, reaching, repetitive motion, speaking, standing, stooping, talking, visual acuity, walking.

APPROVED: Signature on File
Director of Personnel Services

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