

**CALAVERAS COUNTY**  
**ROAD MAINTENANCE ~~SOLID WASTE INTEGRATED WASTE MANAGEMENT~~**  
**~~(HAZAROUS) WORKER I/II~~**

**DEFINITION:**

Under general supervision, ~~performs responsible cashing work at the landfill and transfer stations in accordance with division and County cash management guidelines; estimates, collects and accounts for disposal fees; safeguards and accounts for receipts; directs traffic to appropriate waste disposal locations; inspects disposal loads for hazardous materials; inspects and collects latex paint and other hazardous minimally hazardous materials; prepares and participates in periodic load checking of incoming refuse; and examines these loads for unacceptable materials; approves and rejects such loads depending on their content; performs other related duties as assigned.~~ ~~to perform unskilled and semiskilled work in the construction maintenance and repair of county roads (or other county facilities as assigned; and to operate a variety of light and moderately heavy power driven road maintenance or construction equipment; and to do related work as required.~~

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**DISTINGUISHING CHARACTERISTICS:**

Road Maintenance ~~Solid Waste Integrated Waste Management~~ Worker I

This is the entry level class in the Road (Landfill) Maintenance Worker series. Incumbents perform a wide variety of unskilled and semi-skilled duties such as patching roads, cutting brush or weeds and culvert and drainage clearing and may operate light or medium trucks and use hand and power tools in their work. When assigned to the Solid Waste Division, incumbents perform a wide variety of additional duties related to solid waste operations and facility maintenance. On a training or emergency basis, incumbents may operate heavy trucks and equipment and be assigned duties normally assigned to the Road (Landfill) Maintenance Worker II class or Landfill Equipment Operator position.

~~The Solid Waste Integrated Waste Management Worker I is an entry-level classification in this series and is subject to close review and evaluation. This class differs from the Solid Waste Integrated Waste Management Worker II in that the latter are fully trained in the Scalehouse and flagging/spotting duties, work independently, and may assist in training lower level staff. At County Transfer Stations and Annex, incumbent is responsible for measuring and weighing refuse delivered to the disposal site; computation of charges; collection and recording of fees; spot checking for hazardous materials and tires; traffic control; salvage control; and enforcement of sorting recycled materials.~~ ~~At the County Material Recovery Facility (MRF), incumbent is responsible for salvage control; and sorting recycled materials.~~

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Road Maintenance ~~Solid Waste Integrated Waste Management~~ Worker II

This is the journey level position in the Road (Landfill) Maintenance Worker series; incumbents in this class operate a variety of power driven equipments, such as trucks, front end loaders, backhoes, rollers, and striping machines. A Road (Landfill) Maintenance Worker II may operate some of the equipment normally assigned to the Road Maintenance Worker III class or Landfill Equipment Operator position on an emergency, training or relief basis.

~~The Solid Waste Integrated Waste Management Worker II is an experienced-level classification in~~

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this series. Incumbents are fully trained, work independently and may train lower level Solid Waste Integrated Waste Management Workers and staff. This class differs from the Solid Waste Integrated Waste Management Worker I in that the latter ~~has~~ have their work subject to close review and evaluation during training. Incumbent is responsible for measuring and weighing refuse delivered to the disposal site; computation of charges; collection and recording of fees; spot checking for hazardous materials and tires; traffic control; salvage control; and enforcement of recycled materials ban.

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**EXAMPLES OF DUTIES:**

Road Maintenance Solid Waste Integrated Waste Management Worker I

- Performs a variety of unskilled and semiskilled duties such as patching roads, clearing debris and cleaning ditches and culverts.
- Mixes oil and dirt for road patching and resurfacing; operates a variety of light or medium sized automotive equipment such as trucks and pay loaders.
- Operates jackhammers and chain saws.
- Cuts weeds and assists in repair of cattle guards.
- Acts as a flag person on road repair crews; uses shovels, scythes and other hand tools.
- Assists in the installation and repair of traffic control and warning signs.
- When assigned to the Solid Waste Division, additional duties may include:
- Attending weight scale, inspection of incoming loads, litter pickup.
- Installation and maintenance of erosion control and drainage systems.
- Sorting and processing salvaged and recyclable materials.
- Material handling, loading, and transport; and other solid waste related duties as assigned.

Road (Landfill) Maintenance Worker I/H  
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- Meets and answers questions from the public; explains gate fees regulations to customers politely but firmly when necessary; conducts customer satisfaction surveys; investigates complaints and recommends corrective action. At County Transfer Stations and Annex; reconciles daily cash transactions, ~~may~~ prepare cash deposits, and verifies the accuracy of all account transactions; computes, records and verifies daily cash activity;
- May be called upon to Operate the landfill scale and computer system, measures, weighs, and calculates volumes of refuse loads carried by commercial and private vehicles for disposal.
- May be required to record ~~Records~~ and maintains records of fee collection transactions.
- Files May be required to file daily reports regarding cash receipts, hazardous materials, tires, and other recyclable materials delivered to the landfill or transfer stations.
- Assists in maintaining landfill or transfer station grounds and landscaping by gathering and picking up trash, weeds, and debris; installing litter control fences; and positioning sprinklers for irrigation.
- Cleans and maintains ~~resource recovery and recycling facility~~ MRF within the landfill and transfer areas, including but not limited to spillage of waste around the transfer bins and recycling bins. Opens and closes the entrance gates; activates and disarms the security system; obtains hardware items and other miscellaneous associated with disposal site activities, and performs light clean-up work;

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- May refuse deliveries not accepted at the landfill or transfer stations.
- Directs traffic at multiple locations at the landfill or transfer stations including, but not limited to, the working face, public recycling center, and green waste area of the landfill or transfer stations in order to maintain safe working conditions.
- Drives and transports materials and/or goods throughout various locations at the landfill.
- Works in the MRF assisting the public in emptying loads of recyclable and non-recyclable materials.
- Sorts mixed load materials in the MRF and disposes recyclable and non-recyclable materials in appropriate bins.
- Segregates household hazardous waste for processing by the Household Hazardous Waste Technician or Specialist.

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Road Maintenance Solid Waste Integrated Waste Management Worker II (in addition to the above)

- Operates dump and other trucks of all sizes in the hauling of road fill materials for road construction, snow removal or facility maintenance and repair work.
- Operates tractors with backhoe attachments, striping machines, front end loaders or other power driven equipment fabricates, assembles, installs, maintains, replaces and repairs county road traffic control and warning signs.
- Orders and stocks needed materials.
- Builds and paints barricades.
- Performs semiskilled carpentry and concrete work in the construction and maintenance of steel reinforced bridges, culverts, cattle guards, retaining walls, curbs and related structures.
- Builds forms, mixes and pours concrete.
- As required may work in a variety of road or facility maintenance functions such as:
- Patching roads, cutting brush, cleaning culverts or ditches or painting guard rails.
- Care for and services equipment. When assigned to the Solid Waste Division, additional duties may include attending weight scale, inspection of incoming loads, litter pickup
- Installation and maintenance of erosion control and drainage systems.
- Sorting and processing salvaged and recyclable materials.
- Material handling, loading, and transport.
- And other solid waste related duties as assigned.
- May train lower level Integrated Waste Workers.
- Drives and transports materials and/or goods throughout various locations at the landfill.

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**SPECIAL REQUIREMENTS:**

Possession of an appropriate California driver's license issued by the State Department of Motor Vehicles may be required.

When assigned to the Solid Waste Division: Possession of health and safety certification appropriate for handling of household hazardous waste, such as Hazardous Waste Operations and Emergency Response (HAZWOPER) certification pursuant to 29 CFR 1910.120. This certification must be completed within the first six months of employment.

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## **DESIRABLE-MINIMUM QUALIFICATIONS:**

### **Knowledge of:**

#### Road Maintenance Solid Waste Integrated Waste Management Worker I

Tools, equipment and materials used in ~~operation of the MRF road construction~~ and ~~the facility in general~~; proper methods of lifting and performing other types of manual labor; safety precautions necessary to prevent injuries; maintenance work.

#### Road Maintenance Solid Waste Integrated Waste Management Worker II (in addition to above)

Operation and routine maintenance of ~~road and construction~~ equipment including loaders, trucks, rollers, tractors, compressors, compactors, grinder and related equipment tools, methods and materials used in ~~construction and maintenance~~ maintenance of MRF and landfill operations; ~~When assigned to the Solid Waste Division, knowledge solid of solid waste handling and disposal operations; and operation and routine maintenance of equipment associated with solid waste operations.~~

#### Road Maintenance Worker I/H

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### **Skill and Ability to:**

#### Road Maintenance Solid Waste Integrated Waste Management Worker I

Learn and understand solid waste handling and disposal operations and procedures; Operate light and medium-sized trucks and wheel tractors; deal effectively with the public and others; learn to assess waste disposal loads; operate a computer system and truck scale; keep complete and accurate records; perform light cleanup work; work a flexible schedule; operate a cash register and balance; understand the reporting of local credit bureau complaints; perform heavy manual labor for extended periods of time under all types of climatic conditions; add, subtract, multiply and divide with a high degree of accuracy and speed; keep accurate records of transactions; perform heavy manual labor; understand and carry out written and oral directions; work cooperatively with those contacted during the course of business; others; speak, read and write English; communicate with and assist members of the public and other facility users.

#### Road Maintenance Solid Waste Integrated Waste Management Worker II (in addition to above)

Skillfully and ~~safely~~ safely operate light and moderately heavy power equipment; understand and carry out ~~more complex~~ oral and written ~~directions~~ instructions with limited direction; ~~perform physical labor requiring manual dexterity and agility~~; detect required mechanical repair work; read, write and communicate at the level required for successful job performance; ~~maintain cooperative working relationships.~~

## **TRAINING AND EXPERIENCE:**

### **All levels**

Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Equivalent to graduation from high school.

~~Road Maintenance~~Solid Waste Integrated Waste Management -Worker I

One (1) year of responsible experience in ~~road, solid~~integrated waste operations, ~~or~~ facility maintenance, or general construction work.

~~Road Maintenance~~Solid Waste Integrated Waste Management Worker II

Two (2) years of ~~road or facility~~landfill, recycling or equipment operation maintenance and construction experience, ~~involving the operation of trucks or other motorized equipment.~~

**PHYSICAL DEMANDS AND WORKING CONDITIONS:**

PHYSICAL DEMANDS: Requires the mobility to work indoors and in a field environment. Requires the ability to walk, stand, stoop, climb, balance, bend, kneel, crouch, squat, crawl, twist, and reach while performing duties; lift and/or move more than 50 pounds of weight; perform grasping and fine manipulation. Must be able to maintain effective audio-visual discrimination and perception needed for making observations, communicating with others, reading and writing, and operating office equipment, tools and specialized equipment. Must be able to use a telephone to communicate verbally and keyboard to communicate through written means to review information and enter/retrieve data, to see and reach characters on a computer screen. Requires the strength and stamina to perform operational duties such as on the sort line, scale house and on the landfill working face.

WORKING CONDITIONS: Work is performed indoors and in field environments, sometimes under adverse weather conditions including extreme heat or cold, and wetness. Adverse working conditions may include above average noise, traffic and machinery hazards, working in heights, exposure to fumes/dust, odor, and skin irritants, and standing for long periods of time. Worker operates hand and electrical tools. Will be required to work weekends and holidays. May be required to travel to various transfer stations throughout the County to perform maintenance duties or conduct inspections.

Mobility to transverse uneven terrain, periodically standing, stooping, bending, climbing and kneeling; color vision to inspect electrical wiring; hearing and speech to communicate in person and by telephone; smell to detect gas or sewage leaks; touch to determine hot or cold water fixtures; manual dexterity to grasp tools and electrical devices; ability to lift and carry items weighing up to 100 pounds for distances up to 100 feet. Exposure to variations in temperature and humidity; some exposure to grease, oil and various chemicals. Contact with staff and the public.

**OTHER REQUIREMENTS:**

This class description lists the major duties and requirements of the job and is not all-inclusive. Not all duties are necessarily performed by each incumbent. Incumbents may be expected to perform job-related duties other than those contained in the documents and may be required to have specific job-related knowledge and skills.

Established: June, 2001

Revised: April 2010

Revised: June, 2019 / Resolution #