CITY OF SANTA CRUZ
SANITATION/RECYCLING AIDE

Reports to: **Sanitation Field Supervisor or Recycling Center Crew Leader**
Supervises: **Non-Supervisory**
Bargaining Unit: **Service**

BASIC FUNCTIONS

Under general supervision, performs a variety of unskilled tasks as assigned to assist with functions of the Sanitation Division; includes handsweeping City streets; collecting loose litter and trash; collecting and sorting recyclable items from the City landfill; cleaning landfill and other Sanitation facilities; and performing other related duties as assigned.

TYPICAL DUTIES *(Duties may include, but are not limited to the following):*

In Street Cleaning

- Sweeps gutters, sidewalks, curbs, driveways and other street areas by hand in preparation for the motorized street sweeper; picks-up loose litter and trash by hand from street medians, boulevards and parking lots.
- Picks-up miscellaneous items that have been abandoned or disposed of on private property or other unauthorized areas; hauls refuse collected to the City landfill.
- May assist Sanitation Equipment Workers on regular collection routes as needed, picking-up residential or commercial containers.

At Recycling Center

- Salvages recoverable materials from the dumping area of the landfill and returns them to the recycling yard.
- Separates items into various kinds of materials; upgrades materials by breaking down or removing parts that are not recyclable.
- Directs and assists the public in unloading items; directs and assists personnel from outside groups in loading and removing materials.
- Sorts, moves, stacks, stores and generally controls all recycling material, using a truck and forklift as necessary; operates a can sorter and baler and other processing equipment.
- Assists with directing and controlling regular landfill traffic as necessary.
- Picks-up loose litter and trash from landfill areas; cleans restrooms and other landfill facilities.
- May be assigned other general maintenance tasks at the landfill such as repairing fences; digging out pipe lines; cleaning equipment; removing brush and weeds; etc.

MINIMUM QUALIFICATIONS

Demonstrated Ability to:

- follow oral and written instructions.
- organize assigned tasks and work independently in the absence of immediate supervision.
- establish and maintain effective working relationships with others.
- act in a courteous and diplomatic manner with members of the public.
- perform manual labor which involves frequent bending, pulling, pushing, lifting and carrying of weights up to about 75 lbs. (as determined by a pre-employment physical).

- Willingness to work weekends or holidays as required.

Education and Experience

Any combination of education and experience that provides the requirements shown above is qualifying.

Licenses

- Possession at time of hire and continued maintenance of a valid California Class C driver's license and a safe driving record. Positions in the Refuse/Recycling Program require possession, by the end of the probationary period, and continued maintenance of a valid California Class B driver's license and a safe driving record.

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