

POSITION TITLE & NUMBER:	Waste Runner (POS 372)
DIVISION:	Planning and Environment
DEPARTMENT/SECTION:	Environment/Waste Services
EMPLOYMENT STATUS:	Casual
CLASSIFICATION:	Operation Band 1 Level 1
GRADE:	Grade 6
OCCUPANT:	VACANT

POSITION OBJECTIVE

- The purpose of the position is to operate any vehicle or plant involved or associated with the provision of waste management. Ensuring the safe efficient and effective collection of streets and public refuse throughout the Municipality.

KEY RESPONSIBILITIES AND DUTIES

- Assist drivers in the collection of all residential waste bins and/or scheduled council kerbside clean-ups presented along allocated routes in line with Council's service guidelines and service levels
- Competently operate mobile computer devices, technology, and Council applications, including future technology enhancements
- Transport mobile garbage bins from waste storage locations to collection points for emptying
- Work with supervisors and support staff to plan and prioritise collections and workloads to ensure safe operations and to minimize risks
- Report all incidents and accidents, including damage to bins, spills and other specific environmental elements that impact on the community
- Ensure that the interior and exterior of the vehicle is maintained, clean and tidy at all times
- Check assigned vehicle or plant daily and report any faults, defects and be responsible for truck cleanliness.
- Operation of vehicles and plant for the removal and disposal of waste.
- Observe the requirements of work health and safety and environmental legislation;
- Participate in on-the-job training.
- Operation of two-way radio and/or portable communications equipment.
- Carry out any other duties as directed from time to time by the Waste Services Manager and or Team Leader
- Complete all relevant paperwork as required

KEY PERFORMANCE INDICATORS AND OUTPUTS

- Collect waste in a timely and effective manner while maintain highest levels of safety
- Complete all safety and operational procedures during, after and at the commencement of each shift including vehicle and plant checks
- Provide excellent customer service to residents by meeting standards set out in our Councils Customer Service Charter
- Operate vehicles in safe manner and report any vehicle faults and defects immediately

ORGANISATIONAL RELATIONSHIPS

Reports to:	Waste Services Team Leader
Supervises:	Nil
Internal Stakeholders:	Managers Team Leaders Team Members Other Council Staff
External Stakeholders:	Residents

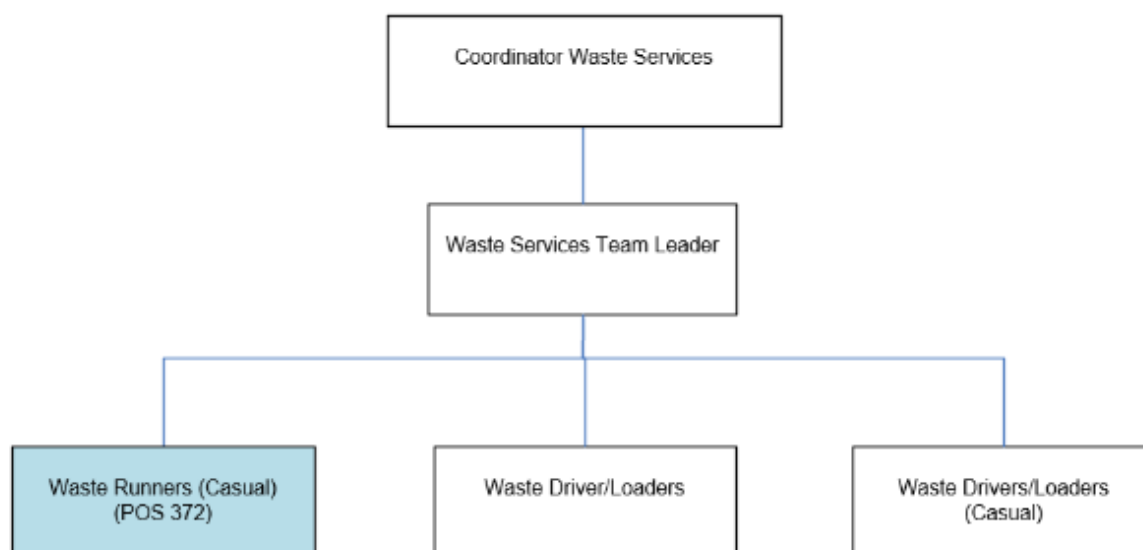
ADDITIONAL INFORMATION

- You will comply with and follow all Workplace Health and Safety requirements as set out in all relevant policies, procedures, legislation and Acts.
- You may be provided with or use equipment that contains electronic monitoring devices.
- In line with the Local Government (State) Award 2020, the employer may direct the employee to carry out such duties within the limits of the employee's skill, competence and training.

SKILLS AND ATTRIBUTES

- Waste Collection
- Interpersonal Skills
- Communication
- Machinery and Vehicle Operation

ORGANISATIONAL CHART



QUALIFICATIONS

- Class C Drivers licence
- Higher School Certificate or Equivalent Qualification

KEY SELECTION CRITERIA

- Have and maintain a level of physical fitness sufficient to undertake the activities of this level.
- Effective communication skills And High-level customer service skills.
- Understanding of and adherence to Safe Operating Procedures.
- A general knowledge of the area including streets, suburbs and the boundaries of Strathfield Municipal Council.
- Ability to carry out both written and verbal instructions.
- Basic reading, writing skill and comprehension skills.
- Able to work in a team environment or individually under limited supervision.
- Have and maintain a good driving record.
- Ability to converse with Council staff and/or the public in a manner expected of Council's Customer Service Practices.
- Experience in the collection of refuse **(Desirable)**

OPERATION BAND 1 LEVEL 1 SKILL DESCRIPTORS

ACCOUNTABILITY & EXTENT OF AUTHORITY:

Completion of basic tasks with work closely monitored by the team leader or supervisor.

JUDGEMENT & DECISION MAKING:

Judgement is limited and coordinated by other workers.

MANAGEMENT SKILLS:

Not required.

INTERPERSONAL SKILLS:

Limited to communications with other staff and possibly, with the public

QUALIFICATIONS & EXPERIENCE:

As specified in the 'Qualifications' and 'Key Selection Criteria' sections above.

SPECIALIST SKILLS & KNOWLEDGE:

As specified in the 'Skills and Attributes' section above.

APPROVAL OF POSITION DESCRIPTION

- This position description has been reviewed and accurately describes the job.
- Job qualifications and accountabilities are relevant to the position.

Employee: _____

Signature: _____

Date: _____

Manager: _____

Signature: _____

Date: _____