

DELAWARE SOLID WASTE AUTHORITY

JOB DESCRIPTION

OCTOBER 28, 2013

TITLE: RECYCLING TECHNICIAN II
REPORTS TO: SUPERVISOR OR MANAGER IN RECYCLING
JOB CLASS: NON-EXEMPT
LOCATION: STATEWIDE

PURPOSE:

This position reports statewide and provides support to the recycling group statewide in New Castle, Kent and Sussex counties, as needed, and as directed by the Sr. Manager of Statewide Recycling.

JOB DUTIES:

- * Record the levels of materials inside containers
 - * Clean the outside of recycling containers and remove any unwanted items left at the sites
 - * Maintain Daily Logs
 - * Maintain and clean vehicles daily
 - * Maintain Recycle Delaware Sites using lawn equipment
 - * Identify, report and repair problems at the Recycle Delaware sites
 - * Repair and replace containers
 - * Installation of Recycle Delaware signs/decals
 - * Assist in moving containers
- Operate electronic goods route statewide on an as needed basis
- * Man guard shack at the DRC facility to ensure security of the DRC facility and keeping in close contact with Facility Manager

Recycling Technician II

Job Description

Page 2

- * Monitor customers using the electronic goods boxes to ensure theft doesn't occur.
- * Assist the public with information/directions for our tenants (ReCommunity Recycling/Revolution Recover Inc, etc.) and DSWA's Education Center.

Conduct HHW surveys

Maintain a reliable attendance record

Performs related duties as assigned

QUALIFICATIONS:

Possession of a High School Diploma or equivalent. Possession of a Commercial Driver's License (CDL) class "B" and good driving record. Knowledge and experience using lawn care equipment. Knowledge and experience with basic tools. Experience working independently and executing verbal/written instructions. Ability to read road maps and navigate on Delaware roads. Be available seven days a week. Ability to work on rotating schedule (Weekends & Holiday) Ability to lift 30+ pounds.

Required to wear DSWA recycling technician uniform with haircut and jewelry codes to meet safety requirements specified by the Manager.

Note: This is a safety sensitive position and requires drug testing as a condition of employment.

*Denotes essential functions of the job