

City of Bellingham

Classification Specification

CLASS TITLE	Sanitation Technician I/II
DEPARTMENT	Public Works\Operations- Sanitation & Solid Waste Division
UNION:	1937
SG:	112/113
CS:	Yes
FLSA:	Y
EE04/SOC CODE:	TE/13-1041

NATURE OF WORK:

Performs a variety of manual and skilled physical labor in carrying out sanitation and community cleanup duties such as litter control, illegal dumpsite cleanup, and illegal camp site cleanup. Enforces various State and City ordinances regarding environmental regulations, litter, nuisance abatement, illegal parking and other related code violations on private residences, business, and City property including rights-of-way. Maintains records as required by City policy, state, and local law. Participates in public education programs related to code enforcement and litter prevention. Maintains close relationships with code enforcement and compliance personnel from other City departments. The position involves a high degree of public contact. Works independently on specialized assignments.

DISTINGUISHING CHARACTERISTICS:

The class focuses on daily activities related to Sanitation and Solid Waste of considerable variety, with a high level of responsibility for public health and nuisance abatements. Litter control and illegal camp cleanup work is a significant portion of the work.

This position is distinguished by a high degree of public contact while investigating environmental regulations and enforcing civil infractions violating City ordinances with primary focus on the following: Health and Sanitation, Nuisances, and Abatement described in BMC Title 9 and 10.

Sanitation Technician II is distinguished from the Sanitation Technician I by obtaining and maintaining a Commercial Driver's License and demonstrating proficiency in operating heavy equipment.

An individual in the Sanitation Technician I position will move to Sanitation Technician II in a non-competitive promotion upon obtaining a Commercial Driver's License (Class A CDL) with air brake endorsement (CSC 7-11-90).

SUPERVISORY RELATIONSHIPS:

Reports to the Sanitation and Solid Waste Manager. Work is performed independently under general supervision and in accordance with applicable City regulations, policies, guidelines and applicable standards. In many assignments, Sanitation Technicians may serve as lead.

Maintains close working relationships with Sanitation and Solid Waste staff and other City Departments.

ESSENTIAL FUNCTIONS:

1. Responsible for safely and efficiently performing cleanup of litter and other waste associated with illegal dumpsites, and illegal camp sites. Works with and provides on-site support for contractors in cleanup operations as assigned. Performs physical labor using hand tools and moderate lifting to remove trash and accumulated debris from public and private property.
2. Receives and responds to complaints from the public and other potential code violations concerning litter control, nuisance conditions, improper disposal of moderate risk waste, nuisance abatements, illegal trash dumping, parking, garbage collection or other violations of the law. This includes a primary focus on ensuring a residence or business has appropriate garbage service, ensuring property owners keep premises free of litter, and abatement of junk vehicles, graffiti and refrigerators and large containers.
3. Coordinates with City staff to address compliance issues and complaints, taking corrective action as necessary including documenting and investigating incidents, issuing citations, and making court appearances. Ensures required reports of incidents are entered into applicable City databases.
4. Plans and implements neighborhood cleanup operations and programs with other City staff and Citizen groups.
5. Participates in public education programs and community meetings designed to create awareness and effect behavioral changes regarding waste control issues, litter, parking, or other violations of the law by making presentations and assisting in the development of promotional campaigns as assigned.
6. Maintains appropriate recordkeeping systems to ensure that all federal, state, and local regulations are met.
7. Identifies abandoned, stolen, or found bicycles and appropriately stores or disposes of them. Assists in the storage and recovery of personal property following applicable policy and procedures of the City.
8. Works with the Sanitation and Solid Waste Manager and Cleanup Coordinator in planning and execution of major projects and programs. Coordinates with the Public Works Operations Maintenance Division, outside agencies
9. Ensures that all equipment being used is properly maintained, and that all supplies are ordered, on-hand, and in good working order.
10. Provides recommendations and courses of action regarding conditions in the field that may affect work practices and procedures and safety.

Sanitation Technician II

1. Operates heavy equipment such as excavators and dump trucks during cleanup activities and operations.

ADDITIONAL WORK PERFORMED:

1. Cross trains with the other divisions in PW Operations Maintenance to understand the City's stormwater, street, wastewater collection and water systems and may be assigned to perform tasks within the scope of the Utility Worker class series as qualified and assigned. Must have full working knowledge of the Department's policies and procedures.
2. Serves as lead to work crews for cleanup activities as assigned.
3. Performs other related work of a similar nature and level.

KNOWLEDGE AND SKILLS:

Knowledge of:

- Assigned division equipment and ability to provide equipment operation and maintenance at the highest level ensuring efficient and safe completion of work.
- The use of hand and power tools and equipment of the trades.
- All aspects of Public Works/Operations Division.
- The use of Division computer software to perform various assignments including the MS Office Suite.
- Compliance requirements outlined in applicable municipal codes, regulations and ordinances.
- Safety rules and regulations.
- Requirements for personal protective equipment.
- Working knowledge of governmental functions and processes.

Skill in:

- Applying craft techniques, processes, and principles in the accomplishment of assigned work, as well as a thorough knowledge of Division materials, methods, and procedures.
- Demonstrated leadership skills including, interpersonal sensitivity, adaptability/flexibility and time management.
- Independent judgment, including the ability to plan and carry out work assignments, maintain required standards of work (production, quality and safety) and to give clear and efficient direction to crewmembers.
- Strong interpersonal skills to establish and maintain effective working relationships with employees of City departments and organizations dealing with sanitation and solid waste matters.
- Strong written and oral communication skills for working with personnel, organizations, and the general public, and for making public presentations, conducting interviews and investigations.

Ability to:

- Interact effectively with a variety of people with courtesy and tact, including the ability to remain calm in stressful situations with angry or upset citizens and in dealing with fellow employees.
- Provide guidance, direction, and training to assigned work crews
- Negotiate problem resolution with the public concerning a variety of issues surround City code compliance issues.
- Operate and perform day to day maintenance of the mechanical equipment used in maintenance and operation of the Public Works Operations Maintenance Department.
- Follow oral and written instructions.
- Work independently with minimal supervision.
- Conduct investigations and prepare reports appropriately documenting complaints and problems.
- Prepare technical citation materials and reports.
- Maintain consistent and punctual attendance.
- Ability and willingness to demonstrate the Public Service Competencies of Service Orientation, Results Orientation, and Teamwork and Cooperation.
- Physical ability to perform the essential functions of the job, including:
 - Frequently communicate accurate information and ideas with others;
 - Frequently lift and move heavy objects up to 50 lbs., and occasionally transport weights of approximately 100 lbs.;
 - Frequently travel between indoor and outdoor locations; stand, stoop, reach, bend, kneel, squat, and traverse on uneven terrain, loose soil and sloped surfaces;
 - Occasionally operate a computer and other office machinery such as a keyboard, mouse, phone, and fax machine;
 - Occasionally sitting or standing for long periods of time;
 - Hear and see sufficiently to respond quickly in a noisy fast-paced environment while meeting mandated safety standards;
 - Operate mechanical equipment of varying lengths and width.

WORKING ENVIRONMENT:

Work is performed both inside and outdoors in all weather conditions. Occasionally performs work indoors at a desk or computer terminal. Frequent exposure to unpleasant odors, dust, water, difficult terrain, insects, animals, and other potential hazards with unknown wastes and the environment. General safety precautions are taken into consideration for the majority of these hazards. Special safety precautions are taken into consideration for high risk waste clean up and disposal. Safety precautions also extend to the daily driving and operation of a variety of vehicles and equipment in the course of performing duties. Frequently interacts with the public and with professionals in the field, which may include exposure to hostile, offensive language or interactions with angry or volatile individuals.

EXPERIENCE AND TRAINING REQUIREMENTS:

- Two years of experience working with the public in problem resolution or enforcement activities required, AND

- Willingness and ability to perform manual and semi-skilled labor in the field including litter and moderate to high risk waste cleanup..
- Intermediate computer skills including word processing, email and data entry is required.
- Must demonstrate and maintain proficiency in the safe and efficient use of specialized equipment such as a woodchipper and handheld devices used for citation issuing and reporting.
- Associate degree or two years of coursework in communications, environmental studies, social services or similar field may be substituted for two years of experience working with the public in problem resolution or enforcement activities.
- Moderate to high-risk waste materials handling experience preferred.
- Experience with special needs populations or social services preferred.
- Experience in code enforcement preferred.

Sanitation Technician II

In addition to the experience and training requirements listed above:

- Demonstrated proficiency in operating heavy equipment such as an excavator, vactor truck, street cleaner, and hydro excavator.

NECESSARY SPECIAL REQUIREMENTS:

- Valid Washington State driver's license and clean driving record. Candidates must submit a three-year driving abstract prior to hire; with biennial submission of driving abstract to department, to be forwarded to Human Resources (Policy ADM 10.03.02.4).
- Must be able to report to Operations Division for emergency/call out and to serve on standby in accordance with bargaining unit agreement if required.
- Certified Erosion and Sediment Control Lead (CESCL) certification within one (1) year of hire.
- Ability to obtain and maintain a valid first aid/CPR card within three (3) months of employment.
- Ability to obtain and maintain a valid Flagging/Traffic Control Card within six (6) months of employment.
- Must successfully complete and possess the Hazardous Waste Operations and Emergency Response (HAZWOPER) certification within one (1) year of hire.
- Employment contingent upon passing a criminal convictions records check, local background check, and fingerprinting. Subject to re-check every five years.
- Must qualify for a limited commission.

Sanitation Technician II

- Sanitation Technician II must possess and maintain a Commercial Driver's License (Class A CDL) with air brake endorsement throughout term of employment (CSC 7-11-90).
- Must pass CDL-related drug and alcohol testing throughout the term of employment.
- Failure to obtain and maintain appropriate certifications within established time limits will result in demotion to the lower class for which qualified, until such time as the required certification is achieved or termination if incumbent is not qualified for a lower class.

PREPARED BY: M. Gray
M. Olinger
E. Johnston
A. Beatty
A. Sullivan
J. Honga
6/22

REVIEWED BY: _____
Eric Johnston, P.E. Director of Public Works

COMMISSION ADOPTION: _____ November 9, 2022