



## CITY OF CHINO

### Household Hazardous Waste Worker

**Definition:**

Under general supervision, assists in the operation and maintenance of the Household Hazardous Waste Collection Facility; and performs related work as assigned.

**Class Characteristics:**

This is a concurrent and voluntary assignment. Household Hazardous Waste Workers work varying Saturdays through the year.

**Essential Functions:**

- Accept household hazardous waste from the public; unload waste from private vehicles; check identification of participants; maintain log of incoming hazardous waste.
- Check household hazardous waste for compliance with San Bernardino County Fire Protection District Household Hazardous Waste Division requirements; sort and categorize waste in accordance with established protocol; lab pack waste by category and document the type and quantity of waste; bulk waste oil and antifreeze into large containers.
- Prepare entries, standard forms and routine documents according to specific instructions; maintain related records and files; operate office equipment; compile routine reports by extracting and tabulating information from a variety of sources such as files, correspondence, meeting notes, logs, previous reports and/or oral instruction.
- Maintain and care for supplies, equipment, and facilities; use a variety of hand tools; report maintenance and safety hazards.
- Respond to inquiries in person; explain routine procedures, processes or departmental activities and laws governing the household hazardous waste program; provide routine assistance to the public.
- Sort household hazardous waste based on chemical characteristics.
- Establish and maintain a team approach with co-workers; provide assistance to other employees in the performance of related tasks.
- Interact with co-workers at all levels in the organization in a collaborative and customer service-oriented manner.
- Maintain prompt and regular attendance.
- Perform all duties within the context of the City's Mission Statement and Organizational Values.

**Qualifications:**

Any combination of education and experience that provides the required knowledge, skills, and abilities to perform the essential job duties of the position is qualifying. Incumbents will possess the most desirable combination of training, skills, and experience, as demonstrated in their past and current employment history. A typical example includes:

## Household Hazardous Waste Worker

### Education:

- High School Diploma or G.E.D. (required).

### Experience:

- Some relevant experience.

### Knowledge of:

- Common tools and equipment used in the collection and storage of hazardous waste.
- Record keeping methods related to program activities.
- Basic safety precautions and procedures.

### Skill in:

- Use of hand tools.

### Ability to:

- Understand and carry out verbal and written directions.
- Keep accurate records.
- Use a variety of tools and equipment.
- Perform heavy manual labor and physically strenuous tasks on a regular basis in variable weather conditions.
- Lift heavy objects and containers on a regular basis.
- Perform skilled work.
- Safely operate a forklift.
- Communicate effectively with a variety of personnel and establish and maintain effective working relationships.
- Apply policies and procedures.
- Work independently.
- Work safely around chemicals and other hazardous waste that have the potential to irritate eyes, nose, throat, lungs, and skin.
- Wear required personal protective equipment such as safety glasses, gloves, and apron. Note: Any additional gear/shoe wear is completely optional and would be at the expense of the employee.

### Special Requirements:

- Must have the availability to work 1-2 Saturdays per month (with days/hours to be adjusted as needed).
- Possess, or have the ability to obtain, a Hazardous Waste Operations and Emergency Response (HAZWOPER) certificate from San Bernardino County for Household Hazardous Waste Workers, and successfully complete annual trainings.
- Receive satisfactory results from a physical examination (as needed).

## Household Hazardous Waste Worker

### Physical Profile

Category III - Heavy Physical Effort: This position requires exceptional physical ability associated with prolonged periods of heavy physical labor.

Characteristics: Positions in this category regularly perform heavy physical labor requiring ability to lift, carry, push, pull, and move heavy objects or materials. This category is distinguished from the moderate physical effort category by the greater physical demand for strength and endurance placed on the incumbent. Heavy physical effort is required while performing such tasks as operating heavy equipment, pouring concrete, masonry work, or preparing soil for landscaping. Physical functions may vary from position to position, but usually involve heavy physical exertion.

### Position Requirements:

- Heavy Lifting: Lifting over 50 lbs., with frequent lifting, pushing, and/or carrying of objects weighing over 25 lbs.
- Climbing: Ascending or descending ladders, ramps, scaffolding, poles, and the like; using feet and legs, and/or hands and arms.
- Reaching: Reaching above the shoulders to place and/or retrieve objects.
- Walking: Ability to walk for prolonged periods of time (usually a minimum of two or more hours per day)
- Standing: Ability to stand with little movement for long periods of time (usually a minimum of two or more hours per day)
- Agility: Ability to move quickly and easily, often including the ability to crawl, stoop or bend.
- Distant Vision (Acceptable for Driving): Not less than 20/40 in each eye without correction or must correct to 20/40 in each eye and wear corrective lenses whenever driving.
- Temperatures: Work in temperatures sufficiently high or low enough to cause marked bodily discomfort.
- Chemical or Biological Agents: Regular contact with potentially harmful chemical or biological agents.
- Fumes: Potential inhalation or contact with smoke, vapors, dust, or gases.
- Heavy Equipment: Operates various heavy equipment such as tractors, backhoes, graders, trucks, etc.
- Work Environment - Outdoors: Ability to work outdoors in all types of weather conditions.
- Work Environment - Moving Objects: Ability to work around moving objects, machinery, or vehicles.
- Work Environment - Surfaces: Ability to walk on slippery or uneven surfaces.

### Employee Unit:

Part-time/Temporary/Seasonal

# Household Hazardous Waste Worker

Revised: 12/01/2020

Replacing Household Hazardous Waste Collection Facility Worker classification specification dated 11/08/19