



## JOB DESCRIPTION

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<b>Position Title:</b> <u>Truck Driver</u>	<b>Department:</b> <u>Operations – TSC</u>
<b>FLSA Status:</b> <u>Non Exempt (Hourly)</u>	<b>Reports To:</b> <u>Transfer Station Manager</u>
<b>Effective Date:</b> <u>May 2016</u>	<b>Working Status:</b> <u>Full Time</u>

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### **Job Summary:**

Operates Authority vehicles (Truck Tractors, Dump, Roll-off, and other trucks) to transfer waste between LCSWMA facilities and assigned destinations in a safe, efficient, and courteous manner.

### **Job Responsibilities:**

- Advance LCSWMA's mission, philosophy, and commitment to the community by embracing these values and demonstrating them in your everyday activities.
- Safely and efficiently operate Class A motor vehicles.
- Comply with Pennsylvania motor vehicle laws in relation to operating motor vehicles.
- Maintain knowledge of LCSWMA Rules and Regulations and waste disposal.
- Safely operate vehicles on uneven unpaved terrain.
- Perform all duties in a safe and efficient manner.
- Check assigned equipment daily for proper maintenance and complete Daily Maintenance Reports.
- Checks and maintains oil, power steering, hydraulic, fuel, water, and washer fluid levels daily.
- Reports any repairs needed to appropriate personnel.
- Maintain cleanliness of work area and assigned equipment.
- Maintain proper operation of assigned equipment.
- Perform all duties in a safe and efficient manner, and according to applicable laws.
- Obeys all Authority rules, regulations, and safety programs.
- Uses Authority radio communication systems in appropriate manner.
- Changes tires, as necessary.
- Complete all paper work in a timely and accurate manner.
- Support a culture of safety by performing all responsibilities in accordance with LCSWMA safety policies and procedures and take a proactive approach to ensure a safe working environment for employees and customers.
- Perform all work within Environmental Management System policies in order to comply with procedures.
- Be available to assist in other capacities: as qualified and assigned, to maintain the facility operation as directed by Transfer Station Manager.

### **Education, Training or Certification:**

- High school diploma or acceptable equivalent.
- Knowledge of LCSWMA Rules and Regulations and waste disposal procedures required by LCSWMA.
- Understanding of Pennsylvania Motor vehicle laws.
- Valid Class A Pennsylvania drivers license
- Able to obtain and maintain DOT medical card



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### **Technical Competencies:**

- Fluently speak, read, and write English.
- Basic reading, and writing skills and comprehension.
- Work cooperatively and diplomatically with visitors, coworkers, and vendors of varying socioeconomic backgrounds.
- Hear and communicate accurately and courteously via two-way radio and in person.
- Work alone, self-directed, and with good business judgment.

### **Work Environment and Physical Demands:**

- Employees in this position generally work in an enclosed climate-controlled environment with periodic exposure to inclement outdoor conditions, and exposure to high levels of dust and strong trash odors.
- Sit for extended periods of time.
- Frequently bend, reach, push and pull to safely and efficiently operate trailer doors, clean debris from trailer beds and door seals, and climb ladder for tarping and untarping.
- Lift up to 75 pounds and carry for a distance of 50 feet.
- Handle 150lb. tires unassisted.

### **Equipment Used:**

- Class A motor vehicle
- Broom/shovel
- Two-way radio
- Various safety equipment (hard hat, vests, harness, respirator, etc.)

### **Work Hours:**

Day shift, 40+ hours per week, but those hours may vary depending on workload, and special projects. Saturday work required.

### **Behavioral Competencies:**

- **Teamwork and Collaboration:** Works cooperatively as part of a team and collaboratively with peers, internally and externally. Specifically, cooperates; for example, supporting team decisions.

*I have read and understand the above position description. This job description is not intended to be, and should not be construed as, an all inclusive list of responsibilities, skills efforts or working conditions associated with the position. I understand that it does not constitute an employment contract, that my employment is at-will for an indefinite period of time, and that the organization may change wages, benefits, conditions and responsibilities at any time.*

**Employee Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Manager Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_