## JOB DESCRIPTION

| **Title** | SANITATION WORKER | | |
| --- | --- | --- | --- |
| **Reports To** | [INSERT TITLE] | | |
| **Type** | FULL TIME/PART TIME, PERMANENT/TEMPORARY | **Effective Date** |  |

**Job Purpose**

The Sanitation Worker is responsible for various hands-on duties to ensure the overall upkeep of the city/business/locality in a healthy, safe, and sanitary manner. The position is primarily responsible for collecting the garbage, recyclables, and other waste products and disposing of it, as per local and provincial regulations.

The Sanitation Worker will perform waste management as scheduled and in accordance with health and safety rules. This role may involve using heavy machinery and performing heavy manual labour in a variety of weather conditions. The Sanitation Worker will also be required to ensure public waste disposal sites are clean, safely installed, and sanitized for use.

**Key Responsibilities**

Specific duties include but are not limited to:

* Have knowledge of and be able to read chemical labels or materials safety data sheets for the proper handling of cleaning products and chemicals.
* Safely assemble, utilise, disassemble, and store waste processing equipment and materials (E.g., waste compactor).
* Perform duties in accordance with sanitation standards and operation procedures as directed by the company or management.
* Keep detailed records of all sanitation duties, required documents, and cleaning checklists/forms.
* Ensure public waste disposal sites are clean, installed safely, and sanitized for use.
* Ensure public waste disposal sites are equipped with all necessary supplies (E.g., Garbage bags).
* Order supplies for public waste disposal sites on an as needed basis.
* Recommend process improvements in waste management procedures and schedules.
* Maintain own work area and ensure all health and safety rules are met at all times including hand-hygiene and work-space sanitation.
* Perform sanitation, waste collection and maintenance on areas or work sites as directed by management.
* Perform regular inventory checks for sanitation and waste management equipment and supplies.
* Order equipment, equipment components and other supplies for sanitation work on an as needed basis and with authorization from management.
* Read and understand all safety regulations and equipment manuals.
* Perform all sanitation duties in accordance with local, provincial and federal regulations and company rules.
* Additional duties and responsibilities as assigned or needed.

**Core Competencies**

* Champions a healthy and safe work environment by following all workplace regulations, policies, and initiatives.
* Motivated self-starter, proactive, confident, and able to navigate through change.
* Strong interpersonal skills and able to work independently as part of a team.
* Possesses analytical, troubleshooting, problem-solving and technical skills in order to perform maintenance and sanitation tasks.
* Strong organizational and time management skills.
* Attention to detail and solution oriented.
* Good verbal and written communication skills
* Knowledge of chemical substances and their applications in a safe manner.
* Knowledge of waste management or sanitation practices and equipment.

**Key Qualifications**

* High school diploma, GED or equivalent.
* Good understanding of safety procedures including hazardous materials and how to handle them safely (WHMIS etc.).
* Minimum XX years’ experience in a sanitation, waste-management, cleaning, janitorial and/or maintenance role.
* Ability to understand and follow verbal and written instructions with limited supervision.

**Working Conditions**

* Work Schedule: [Insert Work Days], [Insert Work Hours].
* Overtime or shift work (including weekends and holidays) may be required.
* Routine physical activities include standing, walking, climbing, bending, crouching, reaching, lifting and carrying light, medium, and/or heavy objects, pushing, pulling, working in an awkward position and/or maintaining one position for a long period of time. .
* Work is performed mainly indoors in a(n) [Insert Type of Environment e.g. school, office etc.] type environment with exposure to low level noise; occasional work alone outdoors.
* Work is performed mainly outdoors in a(n) [Insert Type of Environment e.g. garbage truck, public park ect.] with exposure to occasional loud noises, extreme temperatures, dust, fumes, ect.
* Exposure to hazardous workplace materials (chemical cleaning products, paint, etc.) and powered/non-powered equipment and tools (floor polishers, vacuum cleaners, floor scrubbers, snow blowers, drills, hammers, etc.).
* Work may be performed at a variety of locations, heights, and conditions.
* Exposure to biologically hazardous materials (vomit, urine, stools, blood etc.).