

City of Santa Fe, New Mexico

P.O. Box 909, 200 Lincoln Ave
(505) 955-6597 Fax (505) 955-6810

www.santafenm.gov



Recruitment Announcement # 2020-PU16

POSITION TITLE:	SWM Equipment Operator (3 Positions)	SALARY RANGE:	\$16.880 - \$25.320
DEPARTMENT:	Public Utilities	FLSA/UNION STATUS:	Nonexempt/Union
PERIOD TO APPLY:	09/03/2019 – 10/03/2019	POSITION STATUS:	Classified Fulltime
SUPERVISOR:	L. Romero, L. Griego, D. Radman	LOCATION:	Environmental Services

GENERAL DESCRIPTION

The SWM Equipment Operator provides recycling and trash collection services to City of Santa Fe residents and commercial business utilizing light and heavy waste-related collection equipment in a safe and professional manner; performs routine vehicle maintenance duties; and maintains records.

SUPERVISION RECEIVED

Works under the general guidance and direction of an assigned supervisor.

SUPERVISION EXERCISED

None.

NATURE OF WORK

Essential Functions: *The list of essential functions, as outlined herein, is intended to be representative of the tasks performed within this classification. It is not necessarily descriptive of any one position in the class. The omission of an essential function does not preclude management from assigning duties not listed herein if such functions are a logical assignment to the position.*

- Operates a variety of motorized heavy equipment related to trash and recycling collections, including, but not limited to, automated side load trucks for collecting rolling carts, front- and rear- load trucks for emptying dumpsters, and roll-off trucks for transporting and emptying compactors and open-top dumpsters.
- Drives collection units on assigned residential or commercial routes; completes collections for customers on assigned routes on a daily basis.
- Delivers collected materials to landfill or to recycling transfer station in a safe and timely manner; obeys all facility rules and regulations.
- Provides excellent customer service in the execution of daily collection duties and in all matter of interactions with the public reflects a positive image for the City of Santa Fe.
- Conducts comprehensive pre- and post-trip inspections on assigned vehicles; maintains logbook in-vehicle, submits reports to assigned supervisors on a daily basis.
- Communicates mechanical concerns or deficiencies to mechanic staff; generates works orders when necessary.
- Attends required safety meetings and demonstrates understanding and compliance with all department and city policies and applicable state or federal rules and guidelines.
- Projects a professional image for the Environmental Services fleet by maintaining the cleanliness of vehicles, including washing the vehicle and keeping the cab area neat and free of debris.
- May work on weekends or after normal shift hours on special events, and city-sponsored cleanup days as needed.

MINIMUM QUALIFICATIONS

EDUCATION AND EXPERIENCE

High School diploma or G.E.D.; and six (6) months of experience operating heavy equipment.

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ADDITIONAL REQUIREMENTS

- Must possess and maintain an NM Commercial Driver's License (CDL-B) at time of hire, or obtain and maintain a NM CDL-B through the City of Santa Fe within six (6) months of hire.
- Must pass a drug and alcohol screen prior to employment and submit to random drug and /alcohol testing throughout employment.
- Must obtain City of Santa Fe driving permit within three (3) months of hire.
- Must have a telephone in the employee's residence or be available by an equally effective means of communication.

KNOWLEDGE, SKILLS, and ABILITIES

Considerable knowledge of the principles of operation and servicing of heavy equipment; adaptations and specialized uses to which equipment can be put in meeting emergency or unusual conditions; traffic laws, ordinances, and regulations involving equipment operation; occupational hazards; safety precautions; and basic arithmetic.

Considerable skill in operating a motor vehicle safely; communicating effectively both orally and in writing; and, the operation and care of a variety of tools, machinery, and equipment used in performing assigned work.

Ability to operate a variety of heavy equipment such as front-end loaders, rear loaders, roll-off container trucks, side-loaders, and other vehicles; understand and follow verbal and written directions; make minor equipment maintenance; make minor operating adjustments, recognize operating deficiencies in assigned equipment repairs and determine the need for equipment repair; communicate clearly and concisely, both orally and in writing; demonstrate good customer service; and establish, maintain and foster positive and harmonious working relationships with those contacted in the course of work.

PHYSICAL DEMANDS/WORK ENVIRONMENT

Work is performed outdoors under inclement weather conditions at any time of the day or night. This position is routinely exposed to loud noise, vibration, fumes, odors, dust, infectious agents (germs, viruses, bacteria) and is subject to minor injuries such as scrapes, cuts, bruises, insect or animal bites. Requires the ability to lift and/or move 50 pounds frequently and occasionally lift and/or move 100 pounds; perform strenuous work involving bending, twisting, reaching, lifting and rapid movement; and sit for long periods of time. Good visual acuity, the ability to see color, hear, and speak is required. Overtime, weekend, holiday, night and shift work may be required.

ADA/EEO Compliance

The City of Santa Fe is an Equal Opportunity Employer. In compliance with the American's with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

VETERAN'S HIRING INITIATIVE

Pursuant to City of Santa Fe Resolution No. 2013-079, the City of Santa Fe Human Resources Department (HRD) has implemented a Veterans' Hiring Initiative policy in order to provide opportunities for veterans who meet or exceed the minimum qualifications for city employment to obtain City employment. The Governing Body does not guarantee that a veteran shall be hired for the position being applied for, only that the veteran will be given an interview; and, it does not intend to supersede or modify any collective bargaining agreement that is currently in place with the City of Santa Fe.

Job applicants who are veterans who have an honorable discharge from the military or are members of the National Guard or Reserve who have successfully completed basic training, must use the Veteran Certification Form to identify themselves and then must attach a copy of their DD214 or DD215 and/or their proof of current Active, Guard or Reserve enlistment in order to certify their status.

TO APPLY: Resumes will not be accepted in lieu of the city application form. Submit City of Santa Fe Application by applying online at www.santafenm.gov. Applications become public record upon receipt and may be made available for public inspection upon request.

When required of the position, attach a copy of certification(s) or license(s). Copies of high school diploma/GED & college degree must be provided at the time of interview. Pre-placement physical exams are required for some positions. Incomplete applications may delay or exclude consideration of your application.