




Bullitt County Public Schools

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Memo

To: Jesse Bacon, Superintendent 

From: Tony Roth, Director of Buildings and Grounds **Tony**



Date: April 29, 2022

Re: Request to add Sanitation Engineer (Garbage Truck Driver) to Pay Scale

The request is align the Sanitation Engineer with the Maintenance III pay scale. The reason for this request is two-fold:

1. The person will be required to have a class B CDL license
2. The person will work a non-typical work day, either 2-10:30 am or 3-11:30 am.

The individual hired for this position will work 12 month contract and at times not driving garbage truck, will assist the maintenance department where needed and will also keep the truck in good operating condition.

POSITION DESCRIPTION

7634

UTILITY WORKER II - SANITATION

Responsible To: Maintenance Supervisor

Shares Responsibility With: Maintenance Supervisor

Contract Terms: 12 Month Annual Contract

Qualifications:

Certification: High School Diploma or Equivalent,
Class B CDL license

Experience: Two years experience driving large trucks preferred

Basic Function:

Drives a front load garbage truck to all school sites, performs proper operating procedures on containers, keeps container areas in good condition, and assists maintenance in other areas as needed and appropriate.

Duties:

1. Operates a district garbage truck and makes scheduled assigned rounds in order to keep dumpsters emptied if assistance is needed.
2. Perform a variety of general maintenance, grounds and custodial duties related to maintenance and repair of district facilities, grounds and buildings, such as pest control, turf management, plant maintenance, custodial equipment maintenance, fence installation, pavement installation, and repair or wastewater treatment.
3. Reports to the Maintenance Supervisor daily for work assignments and progress reports.
4. Operates a variety of tools, machinery and equipment and a variety of power and hand tools used in custodian services and grounds maintenance.
5. Prepares and maintains routine records as assigned; orders equipment and supplies according to established procedures.
6. Reports repair and maintenance needs to proper maintenance personnel and assists district maintenance personnel as assigned.

7. Work non typical hours to best access dumpsters at all locations.
8. Maintains various tools and equipment used in the course of work in a clean, orderly and safe working condition.
9. Assists with snow removal as needed.
10. Maintains cooperative working relationship with Maintenance Supervisor, other maintenance employees and school employees.
11. Performs related duties and other maintenance and operation duties as assigned by the Maintenance Supervisor.

Knowledge of:

- Policies and objectives of assigned program and activities.
- Methods, equipment and materials used in general maintenance work.
- Requirements of maintaining school buildings in a safe, clean and orderly condition.
- Cleaning materials, disinfectants and equipment as used in custodial work.
- Proper methods of storing equipment, materials and supplies.
- Operation and use of hand and power tools and equipment.
- Basic record-keeping techniques.

Ability to:

- Perform general maintenance and repair on district grounds, buildings and facilities.
- Operate tools and equipment used in general maintenance and custodial work.
- Maintain school facilities in a clean, safe and secure condition.
- Use specialized cleaning equipment and supplies safely and efficiently.
- Report safety hazards and need for maintenance and repair.
- Perform minor maintenance and repair.
- Create and meet schedules and timelines.
- Work independently with little direction.
- Observe health and safety regulations.
- Understand and follow oral and written directions.
- Maintain routine records.
- Lift heavy objects weighing up to seventy (70) pounds.
- Observe legal and defensive driving practices.

Licenses & Other Requirements:

- Shall maintain a valid Class B Commercial drivers license.
- Shall be on call seven (7) days a week, twenty-four (24) hours a day and carry a cell phone, when at work and at home, in order to respond in the event of an emergency, if at all possible.
- Shall not accept outside employment or activities which will prevent the fulfillment of regularly assigned duties and obligations or the working of overtime, as required.
- Shall not perform any duties related to an outside job during working hours, including but not limited to, the use and/or possession of not board owned telephones, radios or beepers during working hours.