

# **JOB DESCRIPTION – MUNICIPAL SERVICES TRUCK DRIVER**

## **Position Summary**

The Municipal Services Truck Driver [Driver] is responsible for water delivery and sewage collection to ensure that residents have a safe, clean supply of water and that sewage is transported and disposed of in an appropriate manner.

The Driver is responsible for operating air-equipped single and dual axle water and sewer trucks in a safe and appropriate manner. He/she must conduct all activities according to the delivery and collection schedule and all relevant policies and procedures. The Driver must also clean, maintain and secure all equipment as directed by legislation, policies, and procedures.

The Driver must deal with residents and members of the public in a courteous and respectful manner.

## **Core Responsibilities**

Operate municipal trucks in a safe and effective manner to minimize the risk of injury, property damage or loss of life

1. Operate all equipment in a safe and efficient way according to all relevant legislation, policies, and procedures
2. Perform daily safety and maintenance checks
3. Clean trucks as scheduled and/or required
4. Ensure trucks and equipment are safely and securely stored
5. Advise the Municipal Services Supervisor of any requirements for maintenance or repairs
6. Participate in routine maintenance

Deliver water as per schedule to ensure an adequate and safe supply of drinking and residential water for all businesses, residences, and buildings

1. Deliver water to residential buildings, businesses, and other facilities as per scheduled routes
2. Maintain daily records of deliveries
3. Safely operate water pump system
4. Clean water tank as required

Collect sewage from buildings, businesses, and other facilities as per schedule to ensure sewage is removed, transported, and disposed of according to set policies and procedures

1. Pump out septic tanks of residential buildings, businesses, and other facilities
2. Maintain daily records of pick-ups

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3. Dispose of sewage according to set policies and procedures
4. Keep equipment clean as per established standards

Collect solid waste from buildings, businesses, and other facilities as per schedule to ensure waste is removed, transported, and disposed of according to set policies and procedures

1. Maintain daily records of pick-ups
2. Pick up refuse in other areas as required
3. Keep equipment clean as per established standards

The above statements are intended to describe the general nature and diverse types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related and/or a logical assignment of the position.