



Job Demands Analysis: Recycle Depot Attendant (Regular Duty)

Company Name: City of Richmond – Sanitation/Recycle/Environment Programs

Job Title: Recycle Depot Attendant (Regular Duty)

Date of Assessment: February 28, 2008

General Work Environment:

- Primary duties performed outdoors: temperature varies depending on the weather, gravel, dirt and cement conditions, outdoor lighting
- Secondary duties performed indoors (administrative and sales related tasks): indoor lighting and temperature
- Typically a 2-person crew

Work Hours/Breaks: 9:00am-6:30pm, (2) x 10 minute rest breaks, (1) x 45 minute lunch break
Wednesday-Sunday

Tools used may include: Push broom, shovel, wheelbarrow, 2-4 wheeled dolly (with and w/out straps), rake, plastic bins, leaf blower, hose and long-handled reacher.

Safety Gear: Steel toe boots, high-visibility vest/coveralls, gloves, eye protection (as necessary), and ear protection (as necessary).

Job Task Categories:

- 1) Product Care – collection/management of leftover products (i.e. paint, aerosols, liquids, and pesticides)
- 2) Assisting/monitoring with residential/commercial recycling needs
- 3) Quality control inspections (performed for approximately 50% of the workday, for 10-20 minutes at a time)
- 4) Ground Maintenance: removal of garbage and debris (performed throughout the shift when not assisting residents with disposal needs)
- 5) Public relations/sales

Functional Requirements:

GENERAL FUNCTIONS:	TYPE:	% OF WORKDAY	DESCRIPTION/COMMENTS
Walking	Variable distances	66-99%	<ul style="list-style-type: none"> ▪ To/from customer vehicles and recycle units ▪ Walking throughout general grounds to remove garbage and debris – can be self-paced ▪ Primarily gravel, dirt and cement conditions
Standing	Sustained (dynamic)	66-99%	<ul style="list-style-type: none"> ▪ Dynamic standing while performing product care and inspections – can be self-paced ▪ Primarily gravel, dirt and cement conditions
Climbing	Stairs	1-33%	<ul style="list-style-type: none"> ▪ Portable stairs located beside bins (9” each step, up to 5 steps)
Sitting	Infrequent, Up to 10 minutes sustained	1-33%	<ul style="list-style-type: none"> ▪ Phone communication with garbage dumps/recycle centres to clarify disposal protocol for unusual items (intermittent basis) ▪ Debit/visa transactions and sales (large product drop-offs, residential composts, rain bins) ▪ Scheduled rest/lunch breaks
Kneeling / Crouching / Stooping	Variable	1-33%	<ul style="list-style-type: none"> ▪ Disposal of recycled leftover products into Product Care bins (floor of bin = 5” from the ground, top of bin measures 29” from the ground) ▪ May vary depending on work style, as needed when accessing work spaces below waist level - i.e. ground maintenance
Neck positioning	Flexion, rotation	33-66%	<ul style="list-style-type: none"> ▪ When inspecting large bins for inappropriate materials (quality control) ▪ Picking up garbage, and performing sweeping shoveling tasks at ground level
Reaching	In front, to the side. Primary demands are between waist and shoulder level	33-66%	<ul style="list-style-type: none"> ▪ Repetitive forward reaching into bins at a measured height of 54” while inspecting and removing inappropriate material(s) from recycle units ▪ Retrieval of garbage and debris, using long-handled reacher ▪ May vary depending on work style, as needed when accessing work spaces below waist level - i.e. sweeping, shoveling debris

MATERIALS HANDLING:	TYPE:	% OF WORKDAY	DESCRIPTION/COMMENTS
Finger / Hand dexterity	Trigger grip	1-33%	<ul style="list-style-type: none"> ▪ 1-2 finger ‘trigger grip’ of long-handled reacher while cleaning debris/garbage ▪ ‘Key grip’ to operate powered bins (i.e. corrugated cardboard, mixed paper) ▪ 1-2 hand grasp to retrieve various materials (within natural reach) while performing quality control inspection
Handling / Grasping	Power Grasp	33-66%	<ul style="list-style-type: none"> ▪ Materials may vary in size, shape and weight. Handling of various paper/plastic/metal/glass/eco waste ▪ Handling various containers at Product Care station (i.e. paint cans, and aerosols) ▪ 1-2 handed grasp of tools/equipment – i.e. broom handle, shovel handle, and rakes.
Lifting / Carrying	Primarily within thigh to shoulder height	33-66%	<ul style="list-style-type: none"> ▪ Materials handled may vary in weight 5-45 lbs, carried up to 50 feet. ▪ Workers is encouraged to assist customers at their discretion, or upon request ▪ Worker is encouraged to seek assistance with heavier/awkward items as necessary (coworker, or yardsman “forklift”)
Pushing / Pulling	Intermittent	1-33%	<ul style="list-style-type: none"> ▪ A wheeled dolly to maneuver large metal item and appliances in metal ▪ Worker is encouraged to seek assistance with heavier/awkward items as necessary (coworker, or yardsman) ▪ Pushing/pulling wheeled staircase(s) to align beside open-top metal “blue” bins