## **JOB DESCRIPTION SUMMARY**

	DESCRIF I TON SOMMARY
POSITION TITLE	Portable Sanitation Route Driver SEASONAL HIRE : June – mid November
	Overtime, weekends and holidays are mandatory when needed On call participation mandatory
BASIC DESCRIPTION	To provide portable sanitation services in a safe and efficient manner while maintaining our company reputation of top quality restrooms and customer service. This position is the image of our company and as a result is super important to the continued success of our company.
DIVISION	Portables – Crown Restrooms
REPORTS TO	dispatcher
OVERALL RESPONSIBILITY	<ul> <li>Deliver, perform service cleanings and pickup portable toilets as necessary per our standards.</li> <li>Maintain paperwork necessary for day to day operations including letting the office know when restrooms are not serviceable, deliverable or unable to be picked up as scheduled</li> <li>Handle problems that arise on route in an efficient and professional manner</li> <li>Portray professionalism on behalf of our company</li> <li>Sanitizing &amp; repairs on temporary restrooms as needed at shop based on direction of dispatcher and route activity</li> <li>Cover after hours orders/calls being "on call" in a rotation dependent on number of employees on staff:typically every 4 weeks for a duration of 1 week</li> </ul>
KEY TASKS AND RESPONSIBILITIES	<ul> <li>Drive service truck to specific contract rental job sites, clean/empty portable toilets and sign off on service log tag inside restroom along a designated route as assigned by the dispatcher</li> <li>Maintain time and production standards set for routes</li> <li>Deliver and pickup portable toilets</li> <li>Maintain paperwork in an informative and legible manner for office staff and other driver's regarding condition of equipment, problems with work orders or sites, etc.</li> <li>Responsible money handling</li> <li>Participate in an alternating "on call" schedule which involves handling after hours reservations, service requirements or pickups as needed</li> <li>Vehicle Preventative Maintenance after training. Weekly grease PTO shaft, oil lift gate, flush pump w/ diesel and oil</li> <li>Pay attention and advise management if equipment is "acting up" or something is broken or damaged</li> <li>Arrive on time each work day and maintain a consistent attendance record</li> <li>Help keep shop area clean and tidy by helping when you see things need to be done</li> </ul>

	<ul> <li>Help sanitize potties at shop that have come back from rental as needed</li> <li>Keep assigned vehicle clean on the inside and outside</li> <li>All other duties as assigned and needed</li> </ul>
SKILLS & ATTRIBUTES	<ul> <li>Motivated and a self-starter yet able to work within a team to accomplish large jobs efficiently</li> <li>Enjoy dealing with people</li> <li>Comfortable reading a map and navigating</li> <li>Takes pride in a job well done and is good with taking direction</li> <li>Enjoys working outside in all weather extremes</li> <li>Prepared to work long hours and most weekends in some capacity</li> </ul>
REQUIREMENTS	<ul> <li>Excellent driving record with an IL driver's license, class C minimum— no more than 3 moving violations in the last 3 years; no reckless or alcohol violations</li> <li>Pass the exam for license upgrade to Class C</li> <li>Pass the DOT medical card physical exam</li> <li>Driving skills – ability to navigate vehicle in tight roads and driveways – comfortable towing trailers</li> <li>High School diploma or equivalent</li> <li>Mapping and navigation skills including how to read a map</li> <li>Ability to lift up to 80 pounds all day long without difficulty and to climb in and out of truck 60+ times per day</li> <li>Drug free and complying with random driver drug testing during season</li> <li>Conversational English skills along with reading and writing</li> <li>Able to work flexible hours, holidays and weekends</li> <li>Able to participate in the on call rotation</li> <li>Ability to work in a fast paced environment</li> </ul>