



City of Tempe

WASH BAY ATTENDANT

JOB CLASSIFICATION INFORMATION			
<i>Job Code:</i>	062	<i>FLSA Status:</i>	Non-Exempt
<i>Department:</i>	Municipal Utilities	<i>Salary / Hourly Minimum:</i>	\$13.110577
<i>Supervision Level:</i>	Non-Supervisor	<i>Salary / Hourly Maximum:</i>	\$17.699519
<i>Employee Group:</i>	NSU	<i>State Retirement Group:</i>	ASRS
<i>Status:</i>	Classified	<i>Market Group:</i>	Wash Bay Attendant
<i>Drug Screen / Physical:</i>	Y	Y	<i>EEO4 Group:</i> Service Maintenance

DISTINGUISHING CHARACTERISTICS

REPORTING RELATIONSHIPS
Receives general supervision from other lead, supervisory, or management staff.

MINIMUM QUALIFICATIONS	
<i>Experience:</i>	Some experience involving manual cleaning of heavy equipment, with some experience in the servicing and minor maintenance of automotive and other power-driven equipment preferred. Knowledge of methods and materials used in cleaning and washing automotive equipment preferred. Experience operating solid waste equipment is desirable.
<i>Education:</i>	Formal or informal education or training which ensures the ability to read and write at a level necessary for successful job performance.
<i>License / Certification:</i>	Must possess and maintain a valid driver's license.

ESSENTIAL JOB FUNCTIONS
Essential job functions are the fundamental duties of a position: the things a person holding the job absolutely must be able to do.
To actively support and uphold the City's stated mission and values. To perform a full range of wash bay duties related to the care, cleaning, and minor maintenance of the wash bay and to work with Equipment Management to provide detailed cleaning for preventative maintenance (PM) services for the City's Solid Waste Services fleet of vehicles.

OTHER DUTIES AS ASSIGNED

Please note this job description is not designed to cover or contain a comprehensive listing of all activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

- Perform job duties adequately and properly; follow personnel and department policies and operating procedures; show respect, tact, and courtesy in dealings with coworkers and the general public; behave in a manner that does not obstruct or hinder other employees from completing their duties; act in a manner that is safe and follow the City's safety procedures at all times.
- Follow a preventative maintenance (PM) schedule to assure solid waste vehicles and equipment are clean prior to preventative maintenance (PM) as specified by Equipment Management.
- Operate high-pressure steam cleaning equipment to clean and wash solid waste vehicles, equipment and containers using a variety of chemicals, cleansers and equipment.
- Perform light maintenance and daily cleaning of washing system, wash bays, and other service center facilities.
- Perform cleaning work in solid waste facility support services shop areas and all outside grounds to ensure they are clean and free of trash.
- Empty and clean drain traps and trays in wash bays.
- Move and arrange solid waste equipment in the performance of essential functions.
- Maintain wash bay equipment in proper working condition.
- Use appropriate safety equipment and procedures in performing assignments.
- Drive light to heavy equipment in the equipment yard in order to complete cleaning and washing responsibilities.
- Perform related duties as assigned.
- Physically present to perform the duties of the position.

PHYSICAL DEMANDS *AND* WORK ENVIRONMENT

- Lift heavy objects (i.e. mud trays, manhole covers, trash cans, F/L hood scoops, etc.);
- Move heavy objects with forklift, dolly, etc.;
- Operate city vehicles (garbage trucks within Priest Yard);
- Use power tools (i.e. pressure washers, etc.);
- Use tools (i.e. shovels, etc.);
- Climb stairways, ladders, and work on elevated structures;
- Work out-of-doors in inclement weather;
- Exposure to heat, cold, dampness, dust, pollen, odors, fumes, etc.;
- Exposure to hazards of electrical shock, falls, noise, equipment operation, etc.;
- Exposure to chemicals, petroleum products, cleaning agents, fumes, etc.;
- May work alone for extended periods of time;
- Operate city equipment (move equipment into wash bay to pressure wash/clean them).

COMPETENCIES		
CLASSIFICATION LEVEL	INCLUDES	COMPETENCIES
Foundational	All Employees	Inclusion, Communication, Interpersonal Skills, Integrity, Professionalism, and Willingness to Learn
Non-Supervisory	In Addition >	Teamwork, Customer Service, Initiative, and Dependability / Reliability
Supervisory	In Addition >	Staffing, Monitoring Work, Delegating, Development / Mentoring, and Support Others
Manager	In Addition >	Preparing / Evaluating Budgets, Monitoring / Controlling Resources, and Motivating / Inspiring
Deputy Director	In Addition >	Entrepreneurship and Networking
Director	In Addition >	Organizational Vision
<p><i>For more information about the City of Tempe's competencies for all classifications:</i> City of Tempe, AZ : Competencies</p>		

JOB DESCRIPTION HISTORY
<p><i>Effective October 2003</i> <i>Revised January 2017 (add physical/mental activities)</i> <i>Revised March 2019 (PW reorg – move to Municipal Utilities Dept.)</i></p>