

DAVIS STREET TRANSFER STATION

SITE MAINTENANCE

DUTIES AND RESPONSIBILITIES AS LISTED FOR: _____

PREPARE THE FOLLOWING:

OBTAIN WORKING PORTABLE RADIO - CHANNEL 3

CHECK OUT ASSIGNED VEHICLE TRUCK

OBTAIN TOOL (SHOVEL, RAKES, PICKERS, PLASTIC BAGS)

- 1 MEET WITH ON DUTY SUPERVISOR
- 2 CHECK / CLEAN DRAINS (ALL)
- 3 CHECK / CLEAN DSTS MAIN ROAD
- 4 MRF EAST EXIT ROAD
- 5 GATE ENTRANCE / BACK ROAD GATE (Business Ctr Dr)
- 6 MAIN FUEL ISLAND AROUND TO OIL RECYCLING
- 7 MAIN GATE ENTRANCE TO MAIN SCALEHOUSE
- 8 BACK OF SCALEHOUSE TO UNIT #1
- 9 CHECK ALL SPEED BUMPS (SWEEP AND CLEAN)
- 10 PORTABLE SPRAYER - USE AS ASSIGNED
- 11 CHECK E-SCRAP - PACKAGE AND SHIP
- 12 MRD FIRE EMERGENCY ROAD
- 13 CLEAN GREENWASTE SCALE - CLEAN AND SWEEP
- 14 CLEAN PUBLIC DROP OFF AREA
- 15 CHECK / CLEAN AROUND HEAVY EQUIPMENT
- 16 CHECK / CLEAN TRANSFER STAGE AREA
- 17 CHECK / CLEAN ADMINISTRATION / TRAILER / PARKING LOT
- 18 CHECK / CLEAN MAINTENANCE - CONTAINER SHOP AREA
- 19 CHECK / COLLECT ALL RECYCLING BINS IN OFFICES
- 20 CHECK WITH ON DUTY SUPERVISOR - FOLLOW UP

DAILY WEEKLY MONTHLY INITIALS SUP INT.

EMPLOYEES ASSIGNED: _____
