



## CITY OF LONG BEACH CLASSIFICATION SPECIFICATION

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**TITLE: REFUSE FIELD INVESTIGATOR**

**DEFINITION:** Under general supervision, performs field inspections, investigates and handles complaints and assists in the enforcement of the municipal code provisions pertaining to refuse collection.

**EXAMPLES OF DUTIES:**

- Performs field inspections to determine the sources and quantities of commercial rubbish being generated;
- Investigates and handles complaints;
- Assists in the establishment and maintenance of commercial refuse collection account records;
- Ensures that sections of the Municipal code pertaining to rubbish collection, service charges and size, content and placement of containers are enforced;
- Contacts and explains to residents and commercial establishments the classification of residential and commercial rubbish charges;
- Assists in the preparation of citations for violations of the code;
- Files complaints and appears in court;
- Trains new employees and gives the collection force on-the-job instructions in safe work practices, proper work habits and procedures and equipment operation and care;
- Ensure work areas comply with California Industrial Safety Orders;
- May assume duties of the Refuse Foreman in his absence;
- Keeps records and prepares reports;
- Performs other related duties as required.

**MINIMUM REQUIREMENTS:**

Open to employees of the Refuse Division of the Public Service Department who have two years service as a Motor Sweeper Operator, Refuse Truck Drive, Light Equipment Operator, Equipment Operator or Clerk, with a good knowledge of all duties of the classification.

A satisfactory efficiency rating.

A valid motor vehicle operator license.

**HISTORY:**

Approval/Adoption Dates: 09/01/74