



# *Provincial Job Description*

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***TITLE:***  
**(241) Waste Porter**

***PAY BAND:***  
**5**

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***FOR FACILITY USE:***

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***SUMMARY OF DUTIES:***

**Removes garbage and other waste material from all areas of the facility.**

***QUALIFICATIONS:***

- ◆ **Grade 10**

***KNOWLEDGE, SKILLS & ABILITIES:***

- ◆ **Ability to work independently**

***EXPERIENCE:***

- ◆ **Previous: No previous experience.**

## ***KEY ACTIVITIES:***

### **A. Garbage Pick-Up**

- ◆ Picks up garbage from all areas of the facility.
- ◆ Separates and sorts garbage (e.g., compactor, cardboard baler, biohazardous cooler).
- ◆ Recycles all paper products.

### **B. Biohazardous Waste**

- ◆ Collects biohazardous waste.
- ◆ Ensures proper labelling of all waste.
- ◆ Stores biohazardous waste in appropriate area or cold storage.
- ◆ Collects sharps containers from designated areas and places in biohazardous waste storage, as per departmental procedures and policies.
- ◆ Removes pails of laboratory waste.
- ◆ Maintains biohazardous fridge temperature.
- ◆ Loads biohazardous waste boxes into shipping truck.

### **C. Related Key Work Activities**

- ◆ Cleans biomedical waste fridge.
- ◆ Washes garbage cans.
- ◆ Cleans stairwells.
- ◆ Shovels snow, where required by the job.
- ◆ Moves furniture and items in storage.
- ◆ May show others how to perform tasks or duties by familiarizing new employees with the work area and processes.

*The above statements reflect the general details considered necessary to describe the principal functions of the job and shall not be construed as a detailed description of all related work assignments that may be inherent to the job.*

*Any revisions of this document recommended by the Joint Job Evaluation Maintenance Committee must be approved by the Parties.*

*Validating Signatures:*

*CUPE:*

*SEIU:*

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*SGEU:*

*SAHO:*

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