



2019 RAD Internship Overview

Work Schedule Overview

- **Start Date:** ~Monday June 10th (orientation day)
- **End Date:** ~August 30, 2019
- **Regular Work Days (Test #1: suggested schedule, subject to applicants input, agree or disagree, discuss with your parents, I am looking for your feedback):**
 - # of Days per Week: 3 or 30 total hours, if more is wanted, hours are available
 - Start Times: Monday 9am; Tues-Friday 7am
- **Applicant Personal Schedule (insert vacations/other obligations or commitments)**
 - _____
 - _____
 - _____

Responsibilities Overview

- **Operating:**
 - Recycling Route Operator (*this will be a significant part of your responsibilities*)
 - Optional - Residential, Commercial & Roll Off Route – Ride Along
 - Cardboard Route w/ inspection and documentation of materials – Ride Along
- **Shop & Yard**
 - Shop & Yard Clean Up and Org – Tools, Cans & Clutter
 - Wash Trash & Recycling Cans
- **Mechanic Support:**
 - Learn Regular Greasing & Issue Identification
 - Learn how to do Regular Filter/Fluid Service all types of trucks
 - Assist mechanic on select projects
 - Pending capability and direction taking, learn select trade skills such as welding
- **Research – You Tube Videos! Examples**
 - How do hydraulics work?
 - How to use a multi-meter?
 - Importance of a VIN Number and Part number
 - What to “google” when trouble shooting a problem? How to adjust or change the brake pads on your mountain bike, then dirt bike, then light duty truck
- **Tech & Software**
 - Learn and proficiently use Route Warrior on the Tablets to communicate with office
 - Learn how to Route & Rerouting and the impact of operational efficiency
 - Pictures of situations that need documentation – overages, issues, broken cans etc.
- **In Office**
 - Customer Service Support
 - Data Entry
 - Analysis Projects – i.e. what is the current behavior to recycle

About Operating & Routes

- Tuesday – Friday is the regular work week
 - Trash & Cardboard Routes - 5:15am clock-in (not that applicable)
 - Recycling & Roll Off Routes – 6:55am clock-in
- Sign up for a few community events (these are paid hours)

About Daily Maintenance & Safety

- Daily (DVIR) Driver Vehicle Inspection Report completed on a daily basis, turn in at the end of the day with any issues for mechanic to address
 - *Must have all tools and supplies on DVIR in the truck*
- Wash Truck including chassis - 2x week – sign off on the shop board
- Grease Chassis/Steering – 1x week – sign off on the shop board
- Grease operating assemblies/grabber arms – 2x week – sign off on the shop board

What makes this place RAD...

- Never Argue with customers, you are the PR arm of the business, your interactions are critical to having an awesome relationship with everyone here
- Got an issue and need to get it out emotionally, take a walk with Dave and say whatever you want however you want to and I'll decipher
- Got an issue and need to get it out emotionally ---- DO NOT EVER express issues emotionally with any of the rest of the team or customers.
- **Every day, before you clock out, always check in with everyone still working and say "I'm about to get out of here today, does anything else need to get done or do you need help?"**
- ****No one sweeps the shop alone****
- The office team is your friend, communicate with the office to report issues or answer questions – they make your job easier

Golden RADness Rules

- Age is irrelevant
- Ask Questions, there are no dumb questions, experience comes from asking questions
- There is no Boss here, do not use that word or refer to anyone as your/the boss. No human-being dictates another human being. Boss is reserved for my wife and Bruce Springsteen. We are all in charge of ourselves and just need to get it done together
- Be Excellent to each other

Compensation

- \$13.00 per hour
- Every Other Week Trash and Recycling at your home for free

Intern	Parent	Parent		David Hudacsko
X_____	X_____	X_____		X_____