



TRANSFER STATION OPERATOR

SOLID WASTE

This job description is intended to present a descriptive list of the range of duties performed by employee(s) in this municipality and is not intended to reflect all duties performed within the job.

DEFINITION

Under the direction of the Solid Waste Supervisor, performs semi-skilled work in the operations and maintenance of the City Waste Transfer Station; supervises and participates in the weighing and loading of solid waste for transfer to the landfill; operates all phases of the transfer process.

ESSENTIAL JOB FUNCTIONS

- Supervises and participates in the inspection of loads for waste prohibited in the landfill;
- Participates in the operation of computerized truck scales to weigh material carried by municipal, industrial, commercial haulers and the public;
- Participates in the operation of the hydraulic boom and pay loader used to compact and load waste into trailer;
- Maintains tires, checks air pressure, and changes flat tires when needed;
- Performs minor repairs and maintenance on trucks and trailers;
- Performs greasing and oiling of equipment as needed;
- Maintains and cleans the Transfer Station building and the grounds, which includes litter patrol during windy conditions, watering of grass in the summer and snow removal in the winter;
- Enforces rules of safety, No Smoking, dumping on the floor, no children, etc.;
- Monitors grass and pallet sites;
- Pushes up grass and trees with pay loader;
- Empties trash barrels and maintains the composting area;
- Assists customers in backing into tipping floor, unloading and jump starting vehicles;
- Assists in loading and operating animal crematory; cleans crematory at the end of the day if needed; switch animal midday as needed; double check burn is in process each day;
- Shags trailers to vendors for major repairs;
- Delivers, unloads and maintains truck and trailers to the landfill as needed;
- Dumps oil and pumps oil out of barrels for customers;
- Assists with the disposal of paint and computers;
- Assists customers with Household Hazardous Waste;
- Other duties as assigned

KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of:

- Mechanical and electrical equipment used.
- Hazards and safety precautions of the waste transfer operation.
- Knowledge of hazards and safety precautions of the waste transfer operation.
- Operating equipment and tools needed at the skill in operating skid loader.

Ability To:

- Perform heavy manual labor.
- Deal with the public in a courteous manner.
- Operate a hydraulic boom, fire hose, pay loader, skid steer, tractor, mechanical and electrical equipment used in waste transfer operation, computer, shag trucks and trailers.
- Learn principles, practices and methods used in waste transfer operation.
- Recognize unacceptable wastes.
- Communicate clearly and concisely, both orally and in writing.
- Establish and maintain effective working relationship with those contacted in the course of work.

TRAINING, EDUCATION, EXPERIENCE AND QUALIFICATIONS

Graduation from high school or equivalent and any combination of training and/or experience that can be demonstrated to result in the possession of the desired knowledge, abilities, and skills necessary to perform the duties of this position. Must have a valid Nebraska Driver's License and be able to obtain a Nebraska Class "A" CDL with required endorsements within six months of hire.

PHYSICAL REQUIREMENTS

Key: N= Never O = Occasionally F = Frequently A= Always

	N	O	F	A
LIFTING			X	
TRANSPORTING			X	
PUSHING		X		
PULLING		X		
CLIMBING			X	
BALANCING			X	
STOOPING			X	
KNEELING		X		
CROUCHING		X		
REACHING				X
HANDLING			X	
FINGERING		X		
FEELING		X		
TALKING				X
HEARING				X
NEAR ACUITY			X	
FAR ACUITY			X	
DEPTH PERCEPTION				X
COLOR VISION				X
FIELD OF VISION				X
TASTING/SMELLING			X	

ENVIRONMENTAL CONDITIONS

	N	O	F	A
EXPOSURE TO WEATHER			X	
EXTREME COLD			X	
EXTREME HEAT			X	
WET AND/OR HUMID		X		
NOISE INTENSITY LEVEL			X	
VIBRATION			X	

ATMOSPHERIC CONDITIONS			X	
MOVING MECHANICAL PARTS			X	
ELECTRIC SHOCK	X			
HIGH EXPOSED PLACES		X		
RADIATION	X			
EXPLOSIVES	X			
TOXIC/CAUSTIC CHEMICALS		X		

POSITION:

Standing 45% Walking 45% Sitting 10% Hand-arm 50% Foot-leg 50%

STRENGTH LEVEL: Up to 70 pounds