



**Class Title: PW Solid Waste Recycler /Operator**

**Pay Grade: \_\_\_\_**

**FLSA Designation: Covered**

**Established: 10-11**

**Revised:**

### **Class Summary/Primary Function**

The principal function of an employee in this class is divided between recycling operations and transfer station operations. The functions of these operations are to sort, load, bale recycled materials and maintain composting operations according to transfer station rules and regulations, operate heavy equipment and screen loads for foreign objects and toxic and hazardous materials according to transfer station rules and regulations; assist the public to unload materials; perform general maintenance of the transfer station and landfill; divert sorted materials to the designated areas; prepare accident reports as witnessed; and perform related duties. This is a semi-skilled equipment operator and manual labor position that may involve either full-time or part-time work. The work is performed under the supervision of the Solid Waste Supervisor. The principal duties of this class are performed in a general outdoor environment, exposing the employee to hazardous working conditions and inclement weather.

### **Essential Duties and Responsibilities (will vary by assignment)**

#### Recycler

- Empties recycling roll-off containers as required;
- Identifies and sorts recyclable materials;
- Loads, compacts, and bales recyclable materials;
- Performs maintenance checks and minor service work on equipment utilizing hand and power tools;
- Maintains sorted material piles (metal, glass, wood, etc);
- Monitors authorized salvage operations at the sorted material piles (metal, wood, etc);
- Removes Freon from refrigerators, air conditioners, and other appliances;
- Performs sorting, diversion, composting and transfer functions of materials received at the County transfer station;

#### Operator

- Operates dozers, graders, loaders, trucks, backhoes, track hoes, loaders, skid steers, rollers, pavers, snow plows, general vehicles and maintenance equipment;
- Performs maintenance checks and minor service work on equipment utilizing hand and power tools;
- Directs customers to appropriate dump sites and collects appropriate fees;
- Inspects loads for hazardous materials and separates hazards according to transfer station rules and regulations;
- Separates and removes foreign objects (i.e. batteries, refrigerator compressors, propane tanks, tires, air conditioners, and other designated hazardous material) according to transfer station rules and regulations;
- Separates, removes and disposes of hazardous liquids (i.e. gas, oil, paints, antifreeze, etc.) according to transfer station rules and regulations;
- Checks metal cylinders for explosive gases and soil loads for contaminants as required by landfill rules and regulations;
- Assists the public to remove materials from their loads; divert to appropriate areas;
- Performs manual labor and facility and grounds maintenance, including cleaning, sanding, removing snow, mowing, trash pick-up and minor construction;
- Contacts service providers for major equipment maintenance when necessary;

### **Other Duties and Responsibilities**

- Performs all work duties and activities in accordance with County policies, procedures, and safety practices.
- Provides customer service including giving directions, answering questions and providing explanations in a polite and courteous manner;
- Performs scheduled and assigned maintenance at the former County landfill and Transfer Station;
- Performs other related duties as required.

### **Competency Requirements:**

Knowledge of:

- Recyclable materials accepted by the County;
- Current customer service methods, techniques, and objectives;
- Hazardous waste rules and regulations and related safety practices;
- General grounds maintenance, including trash pickup, minor construction duties, mowing and cleaning;
- Federal regulations and County policies regarding safe work practices relating to use of heavy equipment, power tools, and landfill and solid waste transfer station workplace safety.

Ability to:

- Identify and sort recyclable materials;
- Work independently;
- Instruct the public in safe dumping methods according to transfer station rules and regulations;
- Identify hazardous material and dispose of properly;
- Operate heavy equipment, including but not limited to, compactors, front end loaders and related equipment as assigned;
- Operate hand and power tools safely;
- Perform basic maintenance and repair on heavy equipment;
- Communicate effectively, both orally and in writing;
- Deal with all parties in all situations in a forthright, diplomatic and confidential manner;
- Maintain effective working relationships with other County employees, and the public;
- Perform multiple tasks simultaneously, including handling interruptions, and return to and complete tasks in a timely manner;
- Respond courteously to customer inquiries, which are sometimes controversial or adversarial;
- Maintain a professional demeanor during stressful situations;
- Perform all work duties and activities in accordance with County policies, procedures and safety practices.

### **Acceptable Experience and Training**

- High School Diploma or GED; and
- One (1) year experience operating various pieces of heavy equipment; or
- Any equivalent combination of experience and training which provides the knowledge and abilities necessary to perform the duties of this job.

### **Essential Physical Abilities**

- Sufficient clarity of speech and hearing or other communication capabilities, with or without reasonable accommodation, which permits the employee to understand verbal instructions and to communicate effectively on the telephone and in person;
- Sufficient visual acuity, with or without reasonable accommodation, which permits the employee to comprehend written work instructions; inspect solid waste loads for hazardous materials or other non-acceptable materials; and to safely operate heavy equipment;

- Sufficient manual dexterity, with or without reasonable accommodation, which permits the employee to perform general labor and operate heavy equipment;
- Sufficient personal mobility, flexibility, and balance, with or without reasonable accommodation, which permits the employee to perform manual labor, move objects that weigh up to 50 lbs., and stand for extended periods.
- Jobs in this class require performing repetitive hand movement in gripping, fingering, and hand/wrist/arm movements. Related job tasks may require walking, standing, sitting, lifting, stooping, squatting, kneeling, bending, crouching, pushing, grasping, and reaching.