

## **POSITION DESCRIPTION**

**DEPARTMENT:** Solid Waste  
**POSITION TITLE:** Heavy Equipment Operator I  
**REPORTING RELATIONSHIP:** Solid Waste Director  
Office Manager/Scale Clerk II

## **POSITION SUMMARY:**

Operates Landfill equipment according to policies and procedures as developed by the Solid Waste Department. Maintains heavy equipment and operates facilities. Directs on-site activity of Landfill customers. Assists in the operation of the Household Hazardous Waste Program and Recycling Programs. Assists with Household Hazardous Waste Collections and processes Hazardous Waste and Materials when collected. Assists and educates Landfill customers on a daily basis.

## **ESSENTIAL FUNCTIONS:**

1. Operates heavy equipment (compactor, scraper, grader, dozer, etc) safely and proficiently for purpose of waste disposal. Daily direction is provided by the Heavy Equipment Operator II at the direction of the Solid Waste Director.
2. Performs preventative and routine maintenance and repairs on all equipment.
3. Cleans area near dump sites to reduce blowing of trash.
4. Picks up litter when required.
5. Daily application of alternative daily cover (ADC) systems which may include manual application of tarps.
6. Coordinates activities with scale clerks for efficient operations.
7. Inspects loads when needed.
8. Directs public use of facility with respect to Landfill policies, procedures and projects.
9. Accepts, classifies, and stores Household Hazardous Waste.
10. Assists public and informs public of Household Hazardous Waste laws and services available.
11. Maintains and utilizes safety clothing, breathing apparatus and safety tools. Attends Hazardous Material Handling Schools and related classes.
12. Assists with collection and disposal of recycling projects as needed.
13. Performs related duties at the direction of the Solid Waste Director.
14. Attends waste management related training.

## **POSITION REQUIREMENTS:**

Education \ Requirements –

- High school diploma or GED required.

Experience \ Skills –

- Proficiency in heavy diesel equipment operation, torch and welding skills.
- Some mechanical skills are needed to complete light maintenance of equipment.
- Ability to perform at a high level of efficiency without direct supervision.
- Ability to meet and direct public and to deal with difficult people.
- Ability to transport 75 pounds two feet off the ground, maneuver to situations on foot; climb on and off equipment using 3-point contact at all times; speak loudly, write legibly.
- Within one year of hire, will be required to have and maintain Household Hazardous Waste Certification, CPR and first aid certification.

Decision Making – Decision making exists in establishing priorities for the day in this position.

## WORKING CONDITIONS:

- Must work alone in extreme temperature and weather conditions, unpleasant odors and pests, sticky clay land surface, high wind and dust levels, high noise levels.
- Works with unknown materials and handles hazardous waste and angular waste equipment.
- Opens, closes and operates Household Hazardous Waste Facility or event in extreme weather conditions.
- Functions in close proximity to hazardous waste while wearing safety clothing and respirator
- Must pass respirator fit test in order to wear respirator which requires no facial hair to obstruct respirator.
- Meets and serves the public.

These specifications should not be interpreted as all-inclusive. It is intended to identify the major responsibilities and requirements of this job function. The incumbents may be requested to perform job-related responsibilities and tasks other than those stated in these specifications.

*Job descriptions assist organizations in ensuring that the hiring process is fairly administered and that qualified employees are selected. All descriptions have been reviewed to ensure that only essential functions and basic duties have been included. Peripheral tasks, only incidentally related to each position, have been excluded. Requirements, skills, and abilities included have been determined to be the minimal standards required to successfully perform the position. In no instance, however, should the duties, responsibilities, and requirements delineated be interpreted as all inclusive. Additional functions and requirements may be assigned by supervisors as deemed appropriate. In accordance with the Americans with Disabilities Act, it is possible that requirements may be modified to reasonably accommodate disabled individuals. However, no accommodations will be made which may pose serious health or safety risks to the employee or others or which impose undue hardships on the organization.*

*I have reviewed this job description and I can perform the essential functions of this position, with or without, reasonable accommodations. I have also received or have been offered a copy of this job description.*

Employee Signature \_\_\_\_\_ Date

Department Head Signature

DATE WRITTEN: July, 1992

DATE REVISED: November, 2021

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