

SOLID WASTE UTILITY WORKER I – LANDFILL**I. BASIC FUNCTIONS:**

The employees occupying positions of this class are responsible for operating equipment and performing light preventative maintenance of division or Solid Waste Division equipment. This position provides general direction to cars and trucks around the landfill or transfer site and performs general clean-up of all drop off areas.

II. DISTINGUISHING CHARACTERISTICS:

The Solid Waste Utility Worker is responsible for operating equipment such as a multi-axle semi-trailer, skid steer loader, and rubber tire backhoe. Performs light preventative maintenance of division equipment. Provides general direction to cars and trucks around the landfill or transfer site. Upkeep of material drop off areas to include the disposal wall, construction and demolition cell, asbestos area, brush pile, white goods area, and also performs general clean-up of all areas. Minor maintenance and repair of signage, fencing, out buildings, and provide occasional relief to the scale house or gate house operators.

The Solid Waste Utility Worker is expected to perform a majority of the work manually with the exception of driving, although certain tasks require the use of hand and power equipment such as rakes, shovels, chainsaws, pneumatic wrenches, hammer drills, circular saws, carpentry tools, brush-cutters and brooms. Tasks will vary; however, each particular task is of a highly routine nature.

Supervision Received:

Supervision is received from the Solid Waste Transfer Site Supervisor.

Supervision Exercised:

Supervision is not a responsibility of this class.

Working Conditions/Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

Work is performed primarily in a landfill environment which includes working around heavy equipment and large vehicles and potentially hazardous materials that may be improperly discarded in the disposal areas. Work is performed primarily out of doors which involves exposure to all weather conditions.

III. REPRESENTATIVE EXAMPLES OF WORK:

Responsible for operating backhoe, skid steer loader (Bobcat), semi-tractor, and various small and large trucks. Utilizes backhoe to compact refuse in solid waste containers and

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in burn barrel container. Notifies contractor when burn container is full and is ready for disposal.

Transports solid waste containers to the landfill disposal face using a multi axle semi-tractor as containers become full. When working at a transfer site the employee is responsible for notifying Gatehouse Operator to contact the contractor for transportation of full container to landfill.

Performs preventative and routine maintenance on all equipment. Completes daily vehicle inspections on various landfill vehicles and completes equipment inspections daily or weekly depending on requirement of piece of equipment. Identifies need for oil changes on semi, bobcat, and backhoe and notifies mechanic. Dismounts and mounts tires from landfill equipment as needed.

Cleans the equipment, drop off areas, and facilities, and removes snow as needed.

Observes all waste items received to ensure hazardous waste is not being placed into the public disposal areas. Observes disposal of asbestos and completes waste shipment record.

Opens entrance gates and abandoned vehicle lot daily and ensures that all gates are secure at the end of shift, as well as secures Administrative building.

Checks automated scale daily to ensure accuracy, replenishes receipt paper and changes ink ribbon when needed.

Placement of light plant at working landfill face for contractor, and turns off light plant during daylight hours.

Communicates landfill policy and procedures and provides hands-on training to new on-call, temporary, or full-time utility workers and laborers.

Loads refrigerators into disposal containers for transport.

Cleans the area around the public disposal wall and picks up windblown litter from around the disposal areas.

Guides and directs cars and trucks into the landfill disposal areas. Observe customers disposing of refuse at the public disposal wall and the landfill disposal area.

Occasionally provides temporary relief to the scale house or gatehouse operator while the operator is on break, which includes communicating with customer, informing them of proper landfill procedures and landfill rules. Input data into landfill computer software to create ticketing, handles money for cash transactions and on occasion may be required to

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travel to bank to obtain change for the scale house or gate house till at the request of the scale house or gate house operator.

Performs minor repairs and maintenance to various buildings, post signs, stands fencing up, and performs minor touch up and painting at the Central landfill and transfer sites.

Shovels snow from around the public disposal areas and from around the Administrative/Hazardous Waste building.

Performs related work as required.

IV. **KNOWLEDGES, ABILITIES, AND SKILLS:**

Ability to be trained in the safe operation of multi-axle semi-trailer, skid steer loader, and rubber tire backhoe.

Ability to verbally communicate landfill policy and procedure to the landfill customers.

Ability to perform manual labor under dirty and uncomfortable working conditions requiring physical exertion.

Ability to discern and prioritize work that needs to be done, able to organize projects and to perform tasks with little supervision.

Ability to identify hazardous waste.

Ability to understand and execute oral and written instructions.

Ability to learn operations of cash register, calculator, and personal computer.

Ability to learn the methods for guiding traffic and observing the unloading of refuse.

Physical strength and agility sufficient to perform the work of the class.

V. **GENERAL RECRUITING QUALIFICATIONS:**

Minimum: High School diploma or equivalent. One (1) year experience or training which would demonstrate the ability to perform the work.

Valid Alaska driver's license with acceptable driving and criminal history records.

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Shovel, snow shovel, rake, saws, drills, brush cutters, chainsaw, semi-tractor, backhoe and skid steer loader (Bobcat). Occasional use of cash register, calculator, and computer. Motor vehicle.

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The physical demands of this position require being able to lift loads up to 75 pounds. This position also requires being able to stand and walk for extended periods; work in a hazardous environment, in cold, wet, or inclement conditions; climb up and down stairs; climb ladders and be in high places; stoop and to reach with hands and arms. Employee will be required to drive a motor vehicle.

Specific vision abilities required by this position include close vision, distance vision, ability to adjust focus, and adequate vision to operate a vehicle in daylight, darkness, and all types of weather conditions. Hearing acuity must be within normal ranges.