

SOUTHEAST BERRIEN COUNTY LANDFILL

JOB DESCRIPTION

Operator in Training

Supervised by: Operations Manager, General Manager

Supervises: No direct supervisory responsibilities.

Position Summary:

Under the supervision of the Operations manager, operate and assists in the daily operations of the landfill. This includes learning how to safely and efficiently operate and maintain heavy equipment.

Essential Job Functions:

An employee in this position may be called upon to do any or all of the following essential functions. These examples do not include all the duties which the employee may be expected to perform. To perform this job successfully, an individual must be able to perform each essential function satisfactorily.

1. Learn to operate vehicles and equipment of varying size and weight including: front-end loader, bobcat, forklift, water truck, excavator, compactor, haul trucks, dozer, tractor and miscellaneous small equipment.
2. Performs routine maintenance and daily inspection reports on equipment such as lubricating, fueling, and cleaning.
3. Assist with various landscaping, building and lawn maintenance tasks.
4. Complete necessary load tally sheets.
5. Assists in picking up paper as needed.
6. Maintains contact with Scale Clerks to assure that all material coming into the landfill meets safety and regulatory requirements. Observes materials being deposited into the landfill to prevent the deposit of restricted materials. Arranges for the proper placement and disposal of sensitive materials or bulky items.
7. Participates in safety training and attends safety meetings. Adheres closely to all safety policies and regulations to assure the safety of employees and the public.
8. Performs related work as required.

Required Knowledge, Skills, Abilities and Minimum Qualifications:

The requirements listed below are representative of the knowledge, skills, abilities and minimum qualifications necessary to perform the essential functions of the position. Reasonable accommodations may be made to enable individuals with disabilities to perform the job.

Requirements include the following:

- A valid Operator's License
- Basic skills such as ability to communicate, write efficiently, understand instructions, and follow orders.

- Basic knowledge of safety procedures and precautions involved in equipment operation and landfill operations
- Basic knowledge of the methods, tools, materials and equipment used in the construction, repair, and maintenance of landfill facilities.
- Ability to perform heavy manual labor tasks and lift up to 80 pounds.
- Ability to establish effective working relationships and use good judgement, initiative and resourcefulness when dealing with other employees and the public.

Physical demands and work environment:

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

While performing the duties of this Job, the employee is regularly required to sit; use hands to finger, handle, or feel and talk or hear. The employee is occasionally required to stand; walk; reach with hands and arms and stoop, kneel, crouch, or crawl. The employee must frequently lift and/or move up to 80 pounds. While performing the duties of this Job, the employee is regularly exposed to moving mechanical parts and fumes or airborne particles. The employee is frequently exposed to outside weather conditions and vibration. The noise level in the work environment is usually loud.