

Marion County Board of County Commissioners

POSITION DESCRIPTION



To perform this job successfully, an individual must be able to perform the essential job functions satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary job functions herein described. Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out in the job description, but which may be reasonably considered to be incidental in the performing of their duties just as though they were actually written out in this job description.

SOLID WASTE OPERATOR

Department: Solid Waste
Pay Grade: 209
FLSA Status: Non-Exempt
Job Class: 7032
Risk Code: 8810

JOB SUMMARY

Responsible for performing skilled work involving the proficient operation of various types of light and heavy equipment and trucks in all the maintenance, construction, and operations of FDEP Class 1 Landfill, Transfer Station, and other landfill management areas.

ESSENTIAL JOB FUNCTIONS

- Operates various types of light and heavy equipment and trucks with complex controls over different terrains for construction, maintenance, and operations at solid waste facilities.
- Sets and establishes finish grades using a transit level or other survey equipment. Builds and maintains interior and exterior landfill roads, ditch lines, and drainage contours, and spreads and grades cover soil.
- Prepares daily cells for incoming refuse. Achieves required compaction of waste, maintains proper working face, and applies finish daily cover as required.
- Ensures the opening of active tipping area. Ensures the safest possible access by customers. Monitors the delivery and off-load of vehicles to ensure authorized waste is disposed.
- Constructs stockpiles or operational barriers. Constructs and maintains disposal and retention areas from engineered plans.
- Performs light maintenance work such as greasing, fueling, checking oils, and water levels prior to operation and prepares a daily inspection & maintenance report. Uses various hand tools and air-powered equipment and assists in the repairs of heavy equipment as needed.
- Loads and compacts waste into trailers to specified weights.
- Manages traffic flow and waste piles on tipping floor of transfer station, landfill, citizens convenience center, waste tire area and yard waste area .
- Cleans and maintains transfer station, which includes all drains, scales, roadways, and tipping floor.
- Spots for unauthorized waste materials not permitted in a Class 1 Landfill, transfer station, citizens convenience center, waste tire area and yard waste area and ensure proper disposal of the same.

- Practices a safety-first policy in the work environment. Adheres to established safety and health policies and procedures to ensure safe environment for customers, other employees, and self.
- Attends ongoing seminars and schools as required to maintain certification.
- Learns and understands all phases of sanitary landfill operations and attend hazardous waste spotter school and landfill operator school within the first six months of employment.
- Serves as a department safety committee member as required.
- Provides excellent customer service to members of the general public and other County employees. Personal contact occurs with other employees of the unit, employees of other departments in the County, citizens, and customers of the department. Service is provided in person or by phone contact.
- Implements the organization's guiding principles and core values.
- Performs other related job duties as assigned.

SUPERVISION

This position has no supervisory responsibilities.

QUALIFICATIONS

Education and Experience:

High school diploma or equivalent; three (3) years' experience in landfill and/or in the operation of heavy construction equipment; or an equivalent combination of education and experience.

Licenses or Certifications:

Possession of a valid, State of Florida Class B Commercial driver's license to operate a motor vehicle. Requirement exists at the time of hire and as a condition of continued employment.

- Florida Sanitary Landfill Operator certification and Transfer/MRF certification within six (6) months of appointment.
- Requires Hazardous Waste Spotter Certification through UF TREEO or the ability to obtain within six (6) months of appointment.
- Requires FEMA NIMS IS-100, IS-200, IS-700, and IS-800 Certifications within six (6) months of appointment.

KNOWLEDGE, SKILLS AND ABILITIES

- Ability to read, interpret, and follow documents such as safety rules, operating and maintenance instructions, and procedure manuals.
- Ability to write routine reports and correspondence.
- Ability to add and subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals.
- Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.
- Ability to apply common sense understanding to carry out detailed but uninvolved written or oral instructions.

- Ability to deal with problems involving a few concrete variables in standardized situations.
- Ability to exercise some judgment regarding use of equipment, tools, or materials.
- Knowledge of the operation, servicing, and minor repairs of solid waste equipment (i.e., compactor, bulldozer, grader, roller, loader, and excavators, skid steers, roll offs and grapple trucks., etc.).
- Ability and willingness to cross-train in other areas of department and to train other employees on equipment operations.
- Ability to remain calm in stressful situations.
- Ability to take a teamwork approach to the job by cooperating with others, offering to help others when needed, and considering larger organization or team goals rather than individual concerns. Includes the ability to build a constructive team spirit where team members are committed to the goals and objectives of the team.

PHYSICAL DEMANDS

The work is heavy work which requires exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects. While performing the duties of this job, the employee will occasionally be required to sit, climb or balance, stoop, kneel, crouch or crawl; and frequently be required to stand, walk, use hands to finger, handle, or feel, reach with hands and arms, talk or hear taste or smell.

WORK ENVIRONMENT

Work is performed in various indoor and outdoor environments. While performing the duties of this job, the employee will continually be exposed to wet or humid conditions; will frequently be exposed to moving mechanical parts, fumes or airborne particles, toxic or caustic chemicals, outdoor weather conditions of extreme heat or cold, and vibration.

Marion County has the right to revise this job description at any time. This description does not represent in any way a contract of employment.

Employee Signature

Date

Supervisor (or HR) Signature

Date

E.O.E. Marion County does not discriminate on the basis of race, color, national origin, sex, religion, age, disability or military service in employment or the provision of services.