

Transfer Station Operator I / II

Southern Idaho Solid Waste is an equal opportunity / affirmative action employer (M/F/V/D) and a drug free workplace.

Department: Transfer Station	Location: Varies
Pay Grade: I-4 / II-5	FLSA Status: Non-Exempt

GENERAL PURPOSE

Performs all activities associated with the operation and maintenance of transfer stations, including: skilled tasks using heavy duty equipment and vehicles; responding to requests and concerns from the public; monitoring/inspecting loads; and coordinated off site shipment of transfer trailers.

Operator I: Entry Level / **Operator II:** Working Level

SUPERVISION RECEIVED

Operator I: Close / **Operator II:** General

SUPERVISION EXERCISED

Operator I: None / **Operator II:** None

ESSENTIAL FUNCTIONS

Operator I or Basic Functions for all Operators

- Operates heavy equipment associated with transfer station operations;
- Observes waste to identify hazardous waste or other materials excluded from deposit at transfer stations;
- Monitors customer activities to assure compliance with established rules and regulations;
- Operates radio and two-way communications as needed to alert equipment operators of suspicious activity or waste loads;
- Deals with public complaints and resolves issues or seeks supervisory assistance;
- Apprises public of transfer station requirements and fees;
- Performs random inspections of loads from the general public to verify materials and prevent illegal dumping;
- Immediately reports possible bio-hazards, improperly disposed medical office wastes, asbestos, etc., to Supervisor;
- May provide physical or equipment labor related to cutting/filling grades;
- Performs routine maintenance and emergency repairs and reports mechanical problems to supervisor for repair;
- Operates a variety of hand and power tools in performing general maintenance of transfer stations, vehicles, and equipment;
- Weighs/inspects incoming vehicles, determines fees, accepts and receipts payments;
- Performs other job duties as assigned

Operator II (in addition to the essential functions outlined for Operator I)

- Performs proficiently on all heavy equipment and essential functions associated with transfer station operations with little supervision;
- Performs minor services on heavy equipment;

MINIMUM QUALIFICATIONS

1. **Education and Experience:**

Operator I: Graduation from high school or equivalent and some experience in operating medium to heavy equipment.

Operator II (*in addition to the education and experience for Operator I*): One (1) year performing the above related functions at Southern Idaho Solid Waste or two (2) years of progressively responsible experience operating medium to heavy equipment related to transfer station operations

*An equivalent combination of education and experience may be considered for all operator levels.

2. **Knowledge, Skills and Abilities:**

Operator I: Some knowledge / **Operator II:** Working knowledge

- Materials and tools used in equipment maintenance;
- Hazards and safety precautions associated with transfer station operations;
- Basic interpersonal communication skills;
- The design, adjustment, operation, maintenance and repair of mechanical equipment;
- Southern Idaho Solid Waste Policies and Procedures

Operator I: Some skill / **Operator II:** Skilled in

- The use of mechanical tools, materials, and vehicles;
- Skill in the operation and maneuvering of heavy equipment associated with transfer station operations.

All Operators: Ability to

- Operate simple to complex heavy-duty equipment and operate in various conditions;
- Perform manual tasks for sustained periods of time;
- Perform minor equipment maintenance and repair;
- Follow written and verbal instructions and safety regulations;
- Communicate effectively, verbally and in writing;
- Perform basic math and handle cash;
- Establish and maintain effective working relationships with fellow employees, the public and supervisors;
- Comply with applicable district and departmental policies/safety standards and wear required personal protective equipment;

3. **Work Environment:**

- Daily exposure to hazards commonly associated with transfer station operations.
- Tasks require various physical activities, generally nominal muscular strain, such as lifting, walking, standing, stooping, reaching, and may be required to lift and/or pull up to 100 to 125 pounds.
- Communication, hearing and seeing essential in performance of daily tasks.
- Mental application utilizes memory for details, verbal instructions, emotional stability and discriminating thinking.
- Daily exposure to weather extremes and environmental conditions typical of transfer station operations.
- Exposure to bio-hazards and chemicals possible due to unknown materials brought in loads to transfer stations.