

EQUIPMENT OPERATOR

DEFINITION

Employee works under the general direction of the Cass County Transfer Station and Recycling Center Director. This employee is active in the daily operation of all transfer station programs and operations.

ESSENTIAL FUNCTIONS

- Attend work as scheduled (schedule will include alternating Saturday mornings)
- Get along with coworkers and customers
- Follow company handbooks and other instructions
- Communicate in a way others will understand
- Use and care for tools, equipment and materials
- Work as a team as well as being a self-starter

TYPICAL DUTIES AND RESPONSIBILITIES

- Operates transfer station equipment, including but not limited to a telehandler, tractor, scraper, forklift, skidloader, rolloff truck and other equipment for all phases of the solid waste processing and recycling operations
- Performs baling operations for recycling
- Performs grounds maintenance such as litter control, lagoon/leachate maintenance, mowing, and well testing.
- Performs general repair and maintenance of equipment
- Performs welding and fabrication
- Performs sorting and packing of household hazardous materials.
- Ensures operation of the transfer station is in accordance with specifications, procedures and permits
- Monitors all materials for improper or banned materials
- Keeps work environment in a clean and orderly fashion by performing regular daily cleanup in the operations area

SECONDARY DUTIES AND RESPONSIBILITIES

- Performs the operation of weighing all vehicles
- Records all weighing transactions
- Records all transactions daily for processing
- Prepares daily deposits and reports
- Directs the public to disposal areas
- Receives visitors and answers telephone
- Provides information on solid waste processing and recycling practices to the public

KNOWLEDGE, ABILITY AND SKILLS

- Ability to perform the operation and daily preventative maintenance inspection on heavy equipment
- Ability to follow safety procedures in operating heavy equipment
- Ability to establish and maintain effective working relationships with others
- Ability to interpret and handle routine decisions in accordance with policy
- Ability to deal tactfully with public
- Ability to follow oral and written instructions in detail and with accuracy and efficiency
- Ability to help with recycling activities as directed by the Director
- Ability to work together in a team environment
- Ability to attend continuing education classes as required by training.
- Ability to troubleshoot and brainstorm solutions

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 job.

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, or feel objects, tools, or controls and reach with hands or arms. The employee frequently is required to stand and talk or hear. The employee is occasionally required to walk; sit; twist; climb or balance; stoop, kneel, crouch, or crawl; and smell.

The employee must frequently lift and/or move up to 50 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

While performing the duties of this job, the employee regularly works in outside weather conditions. The employee frequently works near moving mechanical parts and is frequently exposed to wet and/or humid conditions and vibrations. The employee occasionally is exposed to fumes or airborne particles, toxic or caustic chemicals.

The noise level in the work environment is usually loud.

EDUCATION, EXPERIENCE AND SPECIAL REQUIREMENTS

Applicant must have a minimum of 2 years of heavy equipment operator experience or ability to satisfactorily demonstrate proficiency in equipment operations and services. Knowledge of basic computer applications is necessary. Applicant will attend all training and classes as required by the Director.