



COUNTY OF MONO

JOB ANNOUNCEMENT

FILING DEADLINE

In-County

OPEN UNTIL FILLED

First Review: 09/20/2019

SOLID WASTE MAINTENANCE WORKER

Benton Crossing Landfill

SALARY

Range 59: \$21.26 - \$25.84/Hourly

40 hrs. per week

The County of Mono is accepting applications for the position of Solid waste Maintenance Worker.

THE POSITION:

Under supervision, to perform a variety of assignments and duties involved in the operation of County solid waste and recycling facilities; to maintain waste and recycling storage and stockpile areas; to operate wood chipper, wheel loader, forklift, and other equipment necessary for the management of wastes requiring special handling; to identify, classify, and manage hazardous and universal wastes; to monitor and inspect incoming waste loads; to control entrance facilities; to control and direct traffic; to operate, maintain, and perform minor repairs to and maintenance of assigned tools and equipment; to assist in the application of alternative daily cover; to prepare and maintain routine records of solid waste disposal and recycling activities; to perform routine maintenance of solid waste and recycling infrastructure at County facilities; to explain and enforce rules, regulations, policies, and procedures in a tactful and courteous manner; and, to perform other job related work as required.

TYPICAL TASKS:

- Perform routine landfill maintenance tasks at County solid waste facilities.
- Remove salvageable material from working face(s) and relocate to appropriate stockpile.
- Sort and process recyclable materials.
- Assist with minor construction and repair of site facilities.
- Install, maintain, and repair traffic control devices and warning signs as directed.
- Install, maintain, and repair litter control devices as directed.
- Remove and properly dispose of litter and windblown debris throughout the facility and around site perimeters, including areas extending beyond property boundaries.
- Assist with placement of synthetic tarps used as alternative daily cover over the active working face of the landfill.
- Provide routine cleaning and maintenance of the weigh scale and/or trash compactors, including snow removal.
- Operate, clean, and care for hand tools and equipment.
- Perform routine maintenance and repair tasks on equipment
- Operate and maintain facility stockpiles and storage areas, including tires, appliances, scrap metal, wood, recyclables, used motor oil, hazardous wastes, universal wastes, and other items as directed.
- Operate equipment necessary for the management and maintenance of stockpiles and wastes requiring special handling, including tires, appliances, scrap metal, wood, recyclables, used motor oil, and hazardous and universal wastes.
- May be required to drive vehicles to transport materials or to operate construction equipment, such as loaders or backhoes.
- Travel to County disposal sites and facilities to collect, transport, and manage recyclables, and wastes requiring special handling.
- Inspect incoming loads and remove and manage salvageable or prohibited items as directed.
- Identify, classify, store, consolidate, and manage hazardous wastes and universal wastes.
- Perform random physical load inspections, record findings, and handle hazardous and other prohibited waste detected in the load in accordance with the County's Load Checking Program.
- Assist with inspections of site facilities and reports on deficiencies.
- Report on status of supplies.
- Perform emergency response measures according to established procedures in the event of fire or other emergency conditions.
- Perform related duties as assigned

TYPICAL PHYSICAL REQUIREMENTS

Sit for extended periods; frequently stand, walk, stoop, kneel, and crouch; physical ability to lift and carry objects weighing up to 50 pounds unassisted and greater than 50 pounds with assistance; normal manual dexterity and hand-eye coordination; corrected hearing and vision to normal range; verbal communication; use of equipment including hand and power tools, hydraulic equipment, computers, printers, and telephones.

TYPICAL WORKING CONDITIONS

Work is performed outdoors in varying temperature, precipitation, and wind conditions; work is performed in environment with constant noise; exposure to fumes, dust, grease, and oils; exposure to moving equipment; exposure to electrical current; exposure to controlled and hazardous substances, pesticides, herbicides, paints, and chemicals; frequent contact with staff and the public. Incumbents are subject to working after hours, evenings, weekends, holidays, and call-outs.

CANDIDATE SHOULD HAVE KNOWLEDGE OF:

- General clerical procedures, including handling cash transactions and basic record-keeping.
- Vehicle classifications and load capacities.
- Basic arithmetic.
- Occupational hazards and safe work practices.

CANDIDATE SHOULD HAVE ABILITY AND WILLINGNESS TO:

- Learn, interpret, understand, and apply pertinent laws, codes, regulations, policies, and procedures.
- Explain and enforce rules, regulations, policies, and procedures in a tactful and courteous manner.
- Follow established safe work rules, practices, policies, and procedures.
- Perform a variety of unskilled and semi-skilled tasks in the maintenance and operation of County landfills, transfer stations, and recycling infrastructure.

- Perform heavy physical labor.
- Operate all required equipment, tools, and vehicles.
- Clean, maintain, and make basic repairs to equipment and tools.
- Recognize and locate conditions that require maintenance and repair work.
- Identify hazardous wastes and apply established procedures for their proper handling.
- Identify recyclable and salvageable materials and apply established procedures for their proper handling.
- Collect and count money, make change and issue receipts, use a cash box or register.
- Reconcile cash against receipts and prepare bank deposits.
- Perform required mathematical computations with accuracy.
- Prepare and maintain accurate and complete records and reports in a legible manner and according to prescribed procedures.
- Communicate clearly and concisely, both orally and in writing.
- Establish and maintain cooperative working relationships.
- Understand and accurately follow oral and written directions.
- Work effectively in the absence of supervision.
- Maintain confidentiality.

TRAINING AND EXPERIENCE

Any combination of training and experience that would provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

- Prior experience as a landfill gate attendant
- One year of experience operating light equipment such as forklifts or backhoes
- Two years' experience in retail sales performing teller or cashier activities.

SPECIAL REQUIREMENTS:

- High school diploma or GED equivalent.
- Possession of a valid driver's license.
- Ability to obtain certification in a 40-hour HAZWOPER training course within 12 months of hire and maintain that certification with annual refresher training.

Application Process: For a complete job description and application contact the County Administrative Office. E-mailed applications are preferred.

COUNTY OF MONO
COUNTY ADMINISTRATIVE OFFICE
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