GILA COUNTY HUMAN RESOURCES

JOB ANNOUNCEMENT

1400 E. ASH STREET, GLOBE, AZ 85501

POSTED: AUGUST 25, 2016
CLOSING DATE: AUGUST 31, 2016

DEPARTMENT: **Public Works Recycling & Landfill Mgmt.** **POSITION:** **Recycling & Landfill Operations Worker Sr**

LOCATION: **Globe** **JOB CODE:** **16-075**

PLEASE USE CDL/DRIVER'S EMPLOYMENT APPLICATION

OPEN TO GILA COUNTY EMPLOYEES ONLY **ANNUAL SALARY:** **$27,511-29,575 DOE**

PURPOSE OF THE JOB

The purpose of this position is to ensure solid waste is managed in such a way as to protect both public health and the environment. This position plans and performs construction duties safely, separates recyclable materials, tests equipment and makes repairs when necessary. The role also involves advising the public and submitting reports.

SUPERVISORY RESPONSIBILITIES

This position does not supervise other employees.

ESSENTIAL DUTIES AND RESPONSIBILITIES	TIME SPENT
• Plans land and slope grades for safe bulldozer operation, including building refuse lifts.	20%
• Operates heavy equipment and trash compactor and moves dirt according to precise regulations using scraper equipment.	30%
• Ensures adherence to county safety program and heavy equipment maintenance program and advises public on appropriate dumping sites.	10%
• Separates recyclable products including tires, car batteries, waste oil, metal and paper.	10%
• Performs construction duties including building fences, maintaining berms and drainage, and constructing roads for public access to dumping areas.	10%
• Tests equipment to troubleshoot problems and/or tests repairs to ensure proper and safe completion.	10%
• Reports repair orders, communicates with supervisor for clarification of problems, and discusses preventive techniques with operators to minimize future repairs.	10%
• Performs other duties as required.	

BUDGET RESPONSIBILITIES

This position has no responsibility over any types of budget.

PROJECT RESPONSIBILITIES

This position does not have project responsibilities.

ORAL COMMUNICATION DUTIES

This position trains colleagues.

WRITTEN COMMUNICATION DUTIES

This position creates or edits documents, internal memos and emails.

INTERACTIONS WITH THE GENERAL PUBLIC

Interacts regularly with internal coworkers and other departmental personnel over the telephone, by email, and/or in person. Incidental contact with the public may occur as part of the work location.

INTERACTIONS SPECIFICALLY WITH CUSTOMERS

Sometimes (More than 10% but less than 25% in a year).

MINIMUM EDUCATION REQUIRED

High School Diploma or GED.

MINIMUM YEARS OF DIRECTLY RELATED EXPERIENCE REQUIRED

Three (3) years landfill operations experience; or equivalent combination of education, training and experience.

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PROFESSIONAL CREDENTIALS REQUIRED

A valid Arizona Class B Commercial Driver's License is required or must be obtained within six months of employment. Incumbents in this position are subject to drug and alcohol testing.

KNOWLEDGE REQUIRED

Hazardous materials (handling and disposal), excavation, grading and compaction, Federal, State, Local laws, regulations, statues, building and construction, mechnical, solid waste disposal procedures and processes hazardous waste policies and procedures, heavy equipment operation maintanence and safety requirements, construction processes. Incumbents must be well versed in ground and slope grades and deeply knowledgeable in operating scrapers, buckets, bulldozers, and other landfill equipment.

SKILLS REQUIRED

Problem recognition, equipment selection, installing/repairing/quality control analysis, routine maintenance, operating heavy equipment and operating special gadgets.

ABILITIES REQUIRED

Read and write minimum high school level, maintain hand-eye coordination, maintain mental response and quickness, maintain speed of limb movement, maintain calm demeanor in stressful situation and consider outcomes of particular actions.

PHYSICAL DEMANDS

- Occassionally stands to perform maintenance tasks, occasionally stands to direct traffic.
- Regularly lifts up to 50 lbs. of work related materials, occasionally lifts upwards of 75 lbs.
- Constantly requires dexterity for special machines.
- Incumbents in this position may be required to occasionally bend and stoop.

WORK ENVIRONMENT

Incumbents in this position constantly spend time in and around equipment operations areas.

SAFETY RISK EXPOSURE

Incumbents in this position are generally exposed to mechanical hazards, chemical hazards, blood borne pathogens, communicable diseases, fire hazards, explosives, respiratory hazards, extreme temperature, noise and vibration, wetness and humidity.

PROTECTIVE GEAR & SAFETY MANUALS

Incumbents in this position are required to constantly follow written safety procedures and manuals relevant to the division or department. Incumbents in this position may constantly require following safety manuals; constantly requires biosafety gear; constantly requires plastic rubber gloves; constantly requires hearing protection devices; constantly requires eye protection devices; constantly requires hardhat.

CONSEQUENCES OF ERROR

Potential errors can result in unfavorable public perceptions and legal ramifications.

NOTICE: APPLICANTS MAY BE REQUIRED TO FURNISH, AT THEIR OWN EXPENSE, DOCUMENTARY PROOF OF EDUCATIONS, CERTIFICATION, REGISTRATION, LICENSE OR ANY OTHER PROOF OF COMPETENCY AS REQUIRED IN THE OFFICIAL CLASSIFICATION DESCRIPTION OR ANNOUNCEMENT AND MAY BE REQUIRED TO UNDERGO PHYSICAL, PSYCHOLOGICAL AND/OR BACKGROUND INVESTIGATIONS AS A CONTINUING CONDITION OF EMPLOYMENT. FURTHER, APPLICANTS FOR POSITIONS REQUIRING OPERATION OF A COUNTY OR PERSONAL VEHICLE ON OFFICIAL BUSINESS MUST POSSESS AND MAINTAIN COUNTY OR PERSONAL VEHICLE OPERATORS LICENSE. GILA COUNTY DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, NATIONAL ORIGIN, SEX, RELIGION, AGE OR DISABILITY, AND FAMILIAL STATUS IN EMPLOYMENT OR THE PROVISIONS OF SERVICE. AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER.