

BANNOCK COUNTY **CLASS SPECIFICATION**

LANDFILL WASTE SCREENER/ MAINTENANCE WORKER

Department: Road & Bridge - Solid Waste
FLSA Designation: Non-Exempt

Pay Grade: 2
Effective Date: 8/05, 8/09

Purpose of Class

Performs a variety of semi-skilled duties assuring proper routine maintenance of facilities, equipment, and grounds; screens loads and provides direction to customers at the County landfill; performs related work as required.

Primary Function

The primary function of an employee in this class is to perform routine cleaning tasks in the County landfill facilities, screen loads, and provide direction to customers at the landfill. Additionally, an employee in this class is assigned to other maintenance duties including groundskeeping, painting, and equipment maintenance. The work is performed under the supervision of the Solid Waste Manager and Landfill Supervisor. The principal duties of this class are performed in a public building environment and outdoors and include use of power mowers and equipment and cleaning substances that may involve related hazards.

Essential Duties and Responsibilities (will vary by assignment)

- Provides general clean-up for scale house, landfill and recycle buildings;
- Controls and maintains irrigation system;
- Performs lawn maintenance activities including fertilization, pesticide application, litter removal and related duties;
- Runs errands as assigned;
- Inspects loads for hazardous materials and separates hazards according to landfill rules and regulations;
- Separates and removes foreign objects (i.e. batteries, refrigerator compressors, propane tanks, tires, air conditioners, and other designated hazards) from loads to be dumped according to landfill rules and regulations;
- Separates, removes, and disposes of hazardous liquids (i.e. gas, oil, paints, anti-freeze, Freon, and other designated hazards) according to landfill rules and regulations;
- Checks metal cylinders for explosive gases and soil loads for contaminants as required by landfill rules and regulations;
- Removes and separates tires and rims;
- Works in household hazardous waste area;

- Assists customers with resolution of complaints, misunderstandings and problems referring to landfill rules and regulations;
- Records and notifies scale house of rejected loads;
- Inspects and maintains fire extinguishers, first aid kits, and smoke alarms;
- Performs all work duties and activities in accordance with County and Department policies, procedures, and safety practices.

Other Duties and Responsibilities

- Performs other related duties as required.

Competency Requirements

Knowledge of:

- Methods, materials, tools and standard practices of cleaning and maintaining public buildings;
- Landfill rules, regulations, and procedures including those pertaining to hazardous waste;
- Basic facilities maintenance;
- Customer service practices, procedures, and objectives;
- Basic computer operations;
- Preparation, safe use, and disposal of chemical cleaning agents;
- Appropriate use of cleaning agent for varied surface types;
- Emergency response practices and procedures;
- Safety practices and procedures related to landfill operations;
- Safety procedures when operating hand and power tools and forklift.

Ability to:

- Operate, maintain and perform minor repairs to powered custodial and lawn equipment including, but not limited to, lawn mowers, spreaders, snow removal equipment, and power washers;
- Operate a personal computer using program applications appropriate to assigned duties;
- Work independently and use good judgment;
- Maintain good working relations with supervisors, co-workers, vendors and the public;
- Follow written and oral instructions;
- Operate a forklift safely;
- Remain calm under stressful situations;
- Complete and maintain CPR and First Aid certification within 60 days of hire;
- Pick up litter in landfill area and report illegal dumping activities observed;
- Operate hand cleaning equipment;
- Discern hazardous materials and foreign objects according to rules and regulations of the landfill;
- Communicate effectively with the public and other employees sometimes in sensitive situations.

Acceptable Experience and Training

- High school diploma or GED equivalency is required; and
- One (1) year custodial and general maintenance experience involving use of a variety of hand and power tools to perform tasks is preferred; or
- Any equivalent combination of experience and training which provides the knowledge and abilities necessary to perform the work.

Special Qualifications

- Idaho drivers license is required;
- Forklift certification may be required;
- First Aid/CPR certification may be required.
- Flagger/traffic control certification or ability to obtain is required;

Essential Physical Abilities

- Sufficient clarity of speech and hearing, with or without reasonable accommodation, which permits the employee to discern and give verbal instructions, use telephones, and give or hear safety warnings such as vehicle backup alarms and emergency warning sounds;
- Sufficient visual acuity, with or without reasonable accommodation, which permits the employee to witness illegal dumping activities, to distinguish dirt or marks on surfaces and move through unfamiliar buildings and rooms;
- Sufficient manual dexterity with or without reasonable accommodation, which permits the employee to paint, operate a variety of cleaning devices including powered equipment, hand equipment and small objects, and to make adjustments to equipment;
- Sufficient strength to lift objects up to 50 pounds, maneuver powered cleaning equipment such as vacuums and scrubbers, stand for periods of time up to three to four hours, and to adapt to and move between work stations and job tasks on a single shift;
- Sufficient body flexibility and balance to paint, perform cleaning operations which require repeated reaching, bending and stooping motions, including climbing and working on ladders;
- Sufficient personal mobility and physical reflexes, with or without reasonable accommodation, which permits the employee to work in areas with only artificial light, to work outdoors in all weather conditions, to work within a tightly enclosed area such as closets and small offices, and to work while exposed to unpleasant odors and with allergenic substances such as cleaning solutions and dust;
- Sufficient attention to concentrate on tasks when distracted and to return to and complete tasks when distracted.