

SENIOR OPERATOR 2

Department: Department of Public Works
Division: Solid Waste
Appointing Authority: Director

Grade: 11
Revision Date: 8/15
Bargaining Unit: W

Definition:

Performs a variety of routine unskilled and semi-skilled tasks and duties in the operation of equipment and vehicles at the Transfer Station; manual labor; all other related work as required that is logical to the position.

Supervision:

Works under the supervision of the Assistant Field Superintendent or Field Superintendent.

Occasionally responsible for instructing and directing one to three employees (crew) in the same type of work.

Environment:

Work is done under field conditions which may involve walking and climbing over uneven terrain; work may be performed in adverse weather and environmental conditions with exposure to sun, wind, dust, heat, cold, rain, snow, insects, gasoline or diesel fumes, noise; walking moderate distances; carrying and lifting requiring physical strength and endurance.

Errors in equipment operation may cause legal or financial repercussions, damage to equipment or facilities, personal injury, injury to colleagues or the public, danger to public health and safety; equipment operation requires adherence to safety and usage protocol; may involve mechanical testing, repair and service requiring adherence to safety protocol.

Office setting record keeping work may include use of personal computers and standard office conditions.

Has intermittent contact with employees, the public, vendors or contractors in answering questions, solving problems, providing instructions, or supervising subordinates.

Errors in judgment and performance may result in damage to or loss of information, delay in or loss of service, possible monetary loss, or adverse legal consequences to the town as well as impact on employee morale, confusion and delay; Must drive self and equipment on or off site as necessary.

Essential Functions:

(The essential functions or duties listed below are intended only as illustration of the various types of work that may be performed and are representative of those that must be met by an employee to successfully perform the essential functions of the job. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.)

Maintains and performs basic repair of all transfer station equipment including, but not restricted to the paper bailer, glass crusher, steam cleaner, compressor, and any and all other equipment assigned to the transfer station.

Operates paper bailer, glass crusher, Class I tractor trailer, loader, skid loader, log loader, fork lift, trucks; and any other equipment necessary for the operations of the transfer station.

Keeps all necessary records. Directs, assists, prepares invoices and receives payments from the public and from private contractors making deliveries to and from the transfer station; coordinates work efforts with the recycling contractor.

Replaces solid waste and recycling operators on route collections, as needed.

Minimum Qualifications: *Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the necessary knowledge and abilities is:*

Education and Experience: Educational level sufficient to understand and follow specific verbal or written instructions; and, to provide written equipment and other requisite reports as attained by a high school education; two (2) years of direct or four (4) years of relevant experience, or a combination that enables performance of all aspects of the position.

Knowledge, Ability, Skill, Attitude:

Ability to establish and maintain satisfactory relationships with supervisors, coworkers, and the general public. Aptitude for and ability to safely operate tools and equipment utilized. Must be punctual and perform all aspects of job responsibilities with honesty and integrity. Operational knowledge of departmental vehicles, equipment and their general maintenance. Ability to perform strenuous duties.

Must demonstrate organizational and time management skills. Ability to communicate effectively orally and in writing; must work effectively and independently in situations where deviations and irregularities occur. Ability to inspect, analyze, evaluate, diagnose and correct basic equipment and process failures; ensure safety and professional work standards are set and maintained.

Physical Requirements: Moderate to heavy physical effort required to perform manual tasks requiring consistent physical strength and endurance for extended periods and possibly under adverse weather conditions. Normal working day involves walking, standing, sitting, climbing with moderate to frequent body movements such as reaching, sitting, crouching, twisting and repetitive motions bending, twisting, grasping, pulling and pushing materials up to eighty (80) lbs. Good vision required for instrument reading and ability to perform close vision, distance vision, peripheral vision and the ability to adjust focus.

Special Requirements: Must possess valid Massachusetts Class A Operator's License (CDL) with Air Brake Certification, hoisters license 1C, 2B, 4G; any other licenses/endorsements as required by state or federal law.

(This job description does not constitute an employment agreement between the employer and employee. It is used as a guide for personnel actions and is subject to change by the employer as the needs of the employer and requirements of the job change.)

Approved: 

 Human Resources Director



 Department Head

8/20/15

 Date
 Revision History: 4/01, 8/15