

SANTA FE SOLID WASTE MANAGEMENT AGENCY

149 Wildlife Way, Santa Fe, NM 87506-8342

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www.sfswma.org

Recruitment Announcement # 2008-008

POSITION TITLE: BuRRT TRANSFER OPERATOR
SALARY RANGE: \$14.04 – \$22.45
FLSA/UNION STATUS: COVERED / COVERED
POSITION STATUS: CLASSIFIED FULL TIME
PERIOD TO APPLY: 06/05/08 – Open Until Filled
SUPERVISOR: Larry Maestas, BuRRT Superintendent
WORK LOCATION: Buckman Road Recycling and Transfer Station (BuRRT)

Purpose: The purpose of the position is to operate specialized recycling and solid waste transfer equipment in the operation of the BuRRT facility, and to perform related work as required. This position works according to set procedures under close supervision.

Job Duties and Responsibilities: (The tasks below are those that represent the majority of the time spent working in this position. Management may assign additional tasks related to the type of work of the position as necessary.)

1. Operates specialized heavy equipment in the daily maintenance and operations of the BuRRT, including but not limited to front-end loaders, excavators, semi-trucks, water trucks, etc.
2. Conducts pre-trip inspections of transfer tractors, trailers and other heavy equipment.
3. Performs light maintenance on heavy equipment and tractor trailer combos.
4. Participates in the execution of all phases of the transfer operation, including, but not limited to: direction of incoming vehicle traffic, inspection of loads, loading of transfer trailers, driving transfer trailers to the landfill and unloading of trailers.
5. Assists in inspecting incoming solid waste and recycling loads for acceptability and in directing the placement of solid waste and recycling loads.
6. Participates in the execution of other BuRRT programs as assigned.
7. Prepares transfer areas for next-day operations; verifies proper shut-down of all equipment at end of shift.
8. Performs all duties in accordance with all Agency policies and procedures, standards of quality and safety, and all applicable local, state and federal laws and regulations.

MINIMUM QUALIFICATIONS

Education/Experience: A high school diploma or GED and one (1) year of commercial driving experience or one year of heavy equipment operation.

Certification/Licensure/Registrations Must possess a valid New Mexico Class A Commercial Driver's License (CDL-A). Requires Transfer Station Operator Certification or must be obtained within six (6) months of hire.

Special Requirements: Must have a telephone in the residence or be available by an equally effective means of communication as approved by the supervisor.

Knowledge/Skills/Abilities Knowledge of operating or repairing complex machinery or equipment that requires extended training and experience, such as heavy equipment/specialized equipment, light equipment and vehicles, power machinery, and knowledge of occupational hazards, safety practices and requirements. Must be able to communicate orally and in writing. Must have the ability to maintain working relationships with co-workers, associates, inspectors, and the public.

WORKING CONDITIONS Requires medium-to-heavy work that involves walking, standing, stooping, lifting, digging, pushing or raising objects and also involves exerting between 20 and 50 pounds of force on a recurring basis and 50 to 100 pounds of force on an occasional basis. The job may risk exposure to bright/dim light, dusts and pollen, extreme heat and/or cold, wet or humid conditions, extreme noise levels, vibration, fumes and/or noxious odors, traffic, moving machinery, electrical shock, disease/pathogens, toxic/caustic chemicals. The job requires normal visual acuity, depth perception, and field of vision, hearing and speaking ability.

HOW TO APPLY

Submit a completed Santa Fe Solid Waste Management Agency application to the Human Resources Officer, SFSWMA, 149 Wildlife Way, Santa Fe, NM 87506-8342. Resumes will not be accepted in lieu of the SFSWMA application form.

A COPY OF YOUR HS/GED AND DRIVER'S LICENSE MUST BE ATTACHED TO EACH APPLICATION.

PRE-PLACEMENT PHYSICAL EXAMS AND DRUG TESTING ARE REQUIRED.

EEO/AA