

SANTA FE SOLID WASTE MANAGEMENT AGENCY

149 Wildlife Way, Santa Fe, NM 87506-8342

(505) 424-1850

Fax (505) 424-1839

www.sfswma.org

Recruitment Announcement # SFSWMA 2013-006

POSITION TITLE: BuRRT MRF TECHNICIAN
SALARY RANGE: \$11.54 - \$18.47
FLSA/UNION STATUS: COVERED / COVERED
POSITION STATUS: CLASSIFIED FULL TIME
PERIOD TO APPLY: 04/16/13 – Open Until Filled
SUPERVISOR: BuRRT Superintendent / BuRRT Site Manager
WORK LOCATION: Buckman Road Recycling & Transfer Station

Purpose: The purpose of the position is to perform a variety of unskilled manual laboring tasks in the operation and maintenance of the Agency's recycling and diversion programs and facility's. 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. Performs a variety of unskilled manual tasks primarily involving physical strength, dexterity and coordination.
2. Sorts and separates materials collected for recycling on a conveyor line as directed.
3. Separates various materials for recycling from waste materials on tip floor.
4. Assists in the basic maintenance of all Agency facilities including landscape maintenance, cleaning, litter collection, etc.
5. Assists BuRRT Operators in the daily transfer operations including traffic control and direction, incoming load inspections, etc.
6. May maintain basic written records of work performed and materials used.
7. Cleans and assists in the maintenance of all facilities, equipment and vehicles.
8. Under supervision operates and maintains specialized recycling equipment such as a tire baler or glass pulverizer.
9. Participates in the execution of other BuRRT programs as assigned.
10. Prepares transfer areas for next-day operations; verifies proper shut-down of all equipment at end of shift.
11. 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: No education requirement. Any previous work experience performing heavy physical labor is highly desirable.

Certification/Licensure/Registrations Must possess a valid New Mexico Class D Driver's License. Must immediately acquire, with Agency assistance, respirator fit test and medical surveillance.

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: Requires performing unskilled work involving set procedures and rules. Requires using basic addition and subtraction, such as measuring. Requires speaking or signaling to people to convey or exchange information of a general nature.

WORKING CONDITIONS Requires medium-to-heavy work that involves walking, standing, stooping, lifting, digging, pushing or raising objects and also involves exerting less than 20 pounds of force on a constant basis, 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 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 DRIVER'S LICENSE MUST BE ATTACHED TO EACH APPLICATION.

PRE-PLACEMENT PHYSICAL EXAMS AND DRUG TESTING ARE REQUIRED. EEO/ADA