



## Position Description

### Kenai Peninsula Borough

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#### **Laborer / Operator – Solid Waste**

#### **Service Type: Classified, Range K**

**Definition:** Under the general direction and supervision of the Solid Waste Director or his/her designee, the **Laborer/Operator – Solid Waste** directs disposers, screens loads, and cleans, operates and maintains the solid waste facility, landfill, equipment, vehicles, and other solid waste projects.

**Minimum Qualifications:** High school diploma or GED; minimum of two (2) years' professional experience within last five (5) years in the operation of equipment such as forklifts or balers; ability to read, write, and follow instructions; ability to deal with the public in a friendly and direct manner; must have and maintain a valid Alaska driver's license that allows performance of all essential functions.

#### **Essential Functions:**

1. Provides information to the public on proper disposal methods for various wastes.
2. Greets and directs public as to proper placement of solid waste, recyclables and hazardous waste. Issues fee tickets, completes paperwork, and works in the scale-house. Controls and directs vehicle and foot traffic for safe operations at the facility and working face.
3. Screens waste to ensure that hazardous or special wastes are removed prior to burial or recycling; performs daily litter collection and keeps site clean; performs daily housekeeping; sorts and consolidates recyclables; stacks and loads vehicle batteries and other special materials; and assists with other site activities.
4. Assists borough contractors and consultants during hazardous waste collection events, water monitoring, construction, and other activities. Routinely transports heavy loads.
5. Maintains safe grounds by observing and correcting possible safety hazards such as wet floors, icy sidewalks, tripping and other hazards. Performs hand and mechanical shoveling of snow.

6. Replaces supplies and keeps all storage and work areas organized.
7. Performs minor maintenance and repairs of equipment, vehicles, site structures and miscellaneous equipment.
8. Operates baler and related equipment, roll-off truck, forklift and loader.
9. May assist with other solid waste projects.
10. Works varying schedules to manage waste/recyclables, perform site work, and to cover leave time for other site staff.
11. Must complete training as required. Training may include, but will not be limited to, 40-hour hazardous waste certification, first aid and CPR.

**Other Functions:**

1. Other related duties as assigned.

**Physical Demands:** While performing the duties of this job, the employee is frequently required to stand; walk; use hands and fingers dexterously to operate tools or controls; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; wear a respirator and other personal protective equipment; and communicate orally. The employee must frequently transport up to 50 pounds and occasionally transport up to 100 pounds. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of this job.

**Other Requirements:**

1. **Examination:** A medical examination is required upon hire and at least every two years as prescribed by the employer.

**Position Description Record:**

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**Date Updated:** 07.16.2021

**Reason for Update:** Removed physical demands from minimum qualifications

**Date Updated:** 03.10.2020

**Reason for Update:** Reformatted

**Date Updated:** 6.2016, (SSB)

**Reason for Update:** Reviewed and Updated

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