SOLID WASTE OPERATOR II

POSITION SUMMARY

Works as a team collecting, transferring and disposing of City of Dickinson and surrounding areas solid waste and recycling. Assists with training and guiding employees on day to day functions within the department. Performs operations and routine maintenance on collection and disposal equipment including heavy equipment, collection trucks and specialized equipment. Assists with directing on-site activities of customers. Incumbent must meet the requirements set forth on the achievable Classification Request Form for Solid Waste Operator II.

RESPONSIBILITIES

Essential Duties:

- Operates and maintains heavy equipment, collection trucks and specialized equipment used in solid waste collection, disposal and recycling.
- Assists with the processing of solid waste and recyclables preparing for disposal or transfer.
- Monitors the collection, disposal and recycling of materials at the solid waste transfer facility and landfill.
- Assists with water removal efforts at the landfill.
- Performs routine and preventive maintenance of solid waste and recycling facilities, vehicles and equipment. Assist with major equipment maintenance and repair as assigned.
- Maintains inventory and supplies including delivery and repair of solid waste containers.
- Picks up litter as needed.
- Performs snow removal and ice control around Solid Waste facilities; may assist other departments as needed.
- Perform other duties of similar nature or level as required.

Knowledge, Skills and Abilities: (may vary according to area of assignment)

- General knowledge and diagnosis of heavy equipment, trucks and specialized equipment;
- Ability to stand and perform repetitive functions for long periods of time.
- Ability to interpret work specifications;
- Ability to read and comprehend maps, diagrams and regulations/policies;
- Ability to maintain files and records;
- Knowledge of environmental standards and compliance requirements;
- Knowledge of operation and maintenance of equipment, tools, machinery and systems relating to solid waste and recycling;
- Knowledge of snow removal and ice control techniques;
- Knowledge of public works infrastructure;
- Ability to use a variety of office equipment and related applications;
- Ability to read, understand and create grades and slopes;
- Ability to work on or near steep elevations or inclines.

Judgment/Decision Making:

- Performs duties under general supervision within scope of general city policies, procedures and objectives;
- Resolves most maintenance issues utilizing set departmental alternatives. Occasional independent judgment may be required to complete assignments;

- Refer unusual problems to supervisor;
- Make recommendations on departmental and City policies, procedures and practices;
- Decisions must be accurate to ensure safety of employees and the public.

RELATIONSHIPS

Leadership:
- Assist with training new and part-time employees as needed.
- May provide guidance to Operators in absence of Foreman

Relations to Others:
- Position requires regular contact with employees and the public;
- Requires moderate communication skills to ensure citizen requests are understood, documented, and addressed as necessary.
- Communications are generally one-on-one, but may occasionally involve small group of people.

SKILLS

Education and Experience:
- High School Diploma or General Equivalency Degree (G.E.D.) required.
- Three years' experience as a Public Works Operator

Special Requirements: (upon hire)
- Valid Driver's License
- North Dakota Class B Commercial Driver's License. Minimum requirements: Automatic Transmission and Air Brake
- Specialized equipment training/certifications as outlined on Operator II Classification Request Form.
- NDDEQ Landfill Operator Certification
- NIMS-ICS Certifications: 100, 200, and 700
- SWANA Certifications (1 or more of the following): Landfill Operations; Waste Screening; Collection Operations; Recycling
- CPR/First Aid/AED
- Defensive Driving Course (NDSC)

WORKING CONDITIONS

Working Environment:
- Positions in this class typically require: climbing, balancing, stooping, kneeling, crouching, reaching, standing, walking, driving, pushing, pulling, lifting, grasping, talking, hearing, seeing, and repetitive motions.
- May be required to work overtime, weekends and holidays; in all weather conditions; under hazardous conditions; on congested roadways, obstructed roads, high structures; around operating equipment; in a noisy environment; with chemicals; and with the physical ability and stamina to perform strenuous physical work. Routine exposure to the threat of physical harm from others including the threat of loss of life, exposure to hazardous substances, unpleasant working conditions such as adverse weather

conditions or the extreme risk of accident or ill health. Threats are difficult to identify or protect against.

- May be subjected to moving mechanical parts, electrical currents, fumes, odors, various types of dust, gases, poor ventilation, body fluids, chemicals, inadequate lighting, work space restrictions and intense noises.
- Heavy Work: Exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of forces constantly to move objects.

Classification: Class 14 (PW-14)
FLSA: Non-Exempt
Approved by City Commission: 04/04/2023
Updated: 2023 Budget change – add Operator II as achievable position. 1/17/2025 - Changed grade level per commission approval of wage study and 2024 budget LH. Classification updated by HR Torgerson to align with the new pay scale, effective June 23, 2025.