

Shelby County 109 Taxing District

POSITION DESCRIPTION

POSITION TITLE:	Equipment Operator I/Laborer	DEPARTMENT:	Solid Waste
CLASSIFICATION:	Skilled/Semi-Skilled	SUBMITTED BY:	Human Resources
SALARY RANGE:	\$19.00 to \$26.00/hour	APPROVED BY:	Shelby County 109 Board

REPORTING RELATIONSHIPS

POSITION REPORTS TO: Solid Waste Director

POSITIONS SUPERVISED: N/A

POSITION PURPOSE

Under general supervision of the Solid Waste Director, performs semi-skilled and skilled duties related to light automotive and power equipment. Performs unskilled duties including a variety of general labor functions for the provision of county services. Performs related work as required.

ESSENTIAL FUNCTIONS AND BASIC DUTIES

1. Operates backhoe and other equipment necessary for provision of county services. Equipment that includes, but not limited to, single axle truck (pickup), lawnmower.
2. Maintain cleanliness of all equipment and trucks.
3. Operates vehicles requiring a commercial driver's license.
4. Assist customers on scales.
5. Perform customer service (assist customers unloading waste) in a professional manner.
6. Performs work related activities to properly manage solid waste.
7. Perform housecleaning of solid waste area as well as truck garage for cleanliness and to minimize physical hazards.
8. Performs related duties as assigned.

QUALIFICATIONS

EDUCATION/CERTIFICATION:

- Graduate from accredited high school or GED equivalent.
- Valid Kentucky Driver's License
- Commercial Driver's License – A

EXPERIENCE REQUIRED:

- Unskilled or semi-skilled manual work experience
- 2 Years truck driving experience.
- Operation of variety of hand powered tools

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

1. Ability to understand and follow oral and written instructions.
2. Knowledge of the work hazards and applicable safety precautions associated with assigned equipment.
3. Ability to make minor operation adjustments and to recognize operating deficiencies on assigned equipment.
4. Ability to perform moderately heavy to heavy labor for extended periods of time.
5. Ability to establish and maintain effective working relationships with other employees and the general public.
6. Knowledge of applicable traffic laws, ordinances and regulations involved in the operation of departmental vehicles.
7. Employees in this class will be required to obtain credentials outlined within a reasonable amount of time, or if the employees possess such credentials at the time of hire they will be required to maintain those credentials so long as they are employed in this capacity.

CONDITIONS OF EMPLOYMENT:

- Participation in KPPA (Kentucky Public Pensions Authority) – Non-hazardous
- Participation in Payroll Direct Deposit Program
- Pre-Employment Background Check
- Pre-Employment Drug Screen

WORKING CONDITIONS PHYSICAL EFFORT:

- Work is typically performed at a recycling facility, and at work sites throughout the assigned work area.
- Positions in this class must possess the ability to work, sit, stoop and bend for extended periods of time.
- Must be able to lift and carry 50 pounds.
- Must be able to work extended hours and be outside during inclement weather.

OVERTIME REQUIREMENTS: Non-exempt

AVAILABILITY: Regular Shift may be contacted on emergency basis.

INTENT AND FUNCTIONS OF JOB DESCRIPTIONS

Job descriptions assist organizations in ensuring that the hiring process is fairly administered and that qualified employees are selected. They are also essential to an effective appraisal system and related promotion, transfer, layoff, and termination decision. Well-constructed job descriptions are an integral part of any effective compensation system.

All descriptions have been reviewed to ensure that only essential functions and basic duties have been included. Peripheral tasks, only incidentally related to each position, have been excluded. Requirements, skills, and abilities, however, should the duties, responsibilities, and requirements delineated be interpreted as all inclusive. Additional functions and requirements may be assigned by supervisors as deemed appropriate.

In accordance with the American Disabilities Act, it is possible that requirements may be modified to reasonably accommodate disabled individuals. However, no accommodation will be made which may pose serious health or safety risk to the employee or others or which impose undue hardships on the organization.

Job descriptions are not intended as and do not create employment contracts. The organization maintains its status as an at-will employer. Employees can be terminated for any reasons not prohibited by law.

Shelby County Fiscal Court is an Equal Opportunity Employer.