

BALER/MACHINE OPERATOR
COLUMBIA COUNTY SOLID WASTE DEPARTMENT

POSITION DESCRIPTION

I. Position Summary.

The position is a full time position in the Solid Waste Department under the general supervision of the Solid Waste Director and the Recycling Supervisor. Performs a variety of duties in the processing of various materials in the recycling facility at the Solid Waste Department. .

II. Essential Duties and Responsibilities.

1. Loading and unloading trucks and trailers
2. Load recycling material onto sorting line
3. Inspects materials and sorts items or materials according to type, size, condition, coloring, marking or other characteristics
Load recycling into baler and make bales of various materials
4. Drive trucks on occasion as directed by the Recycling Supervisor
5. Assist with minor preventative maintenance on recycling equipment
6. Clean and maintain recycling facility and surrounding area.

III. Educational Requirements

1. Preferably High School diploma or its equivalent, with one (1) year experience, which provides the required knowledge, skills and abilities

IV. Knowledge, Skills, Licensure and Experience Required

1. Knowledge of safety practices
2. Knowledge of conveyor belt operations
3. Knowledge of recycling material
4. Possess Commercial Drivers License with endorsements of B, C and D
5. Ability to understand and effectively carry out written or verbal instructions
6. Ability to work well with others
7. Ability to use and operate the following equipment
 - Forklift
 - Skid Steer loader
 - Baler
 - Front-end loader
8. Valid Wisconsin Driver's License
9. Expected to maintain liability automobile insurance

V. Physical Requirements

1. Lifting and/or carrying of objects weighing up to 50 pounds
2. Good manual dexterity of hands and fingers
3. Excessive standing
4. Frequent bending, lifting, twisting, stretching, squatting, sitting, standing and walking, sweeping floors and shoveling
5. Visual acuity
6. Ability to hear normal conversation
7. Ability to communicate orally in a clear manner
8. Frequent exposure to outside elements, such as heat and cold
9. Frequent exposure to household waste odor

The position description is not to be interpreted as all-inclusive. The intention is to identify major responsibilities and requirements of this position. There may be requests to perform job-related responsibilities and tasks other than those stated on this description.