



EMPLOYMENT OPPORTUNITY **LAC LA BICHE COUNTY**

Equipment Operator – Lead Hand **Full Time Permanent Position**

The Waste & Recycling Lead Hand Operator is responsible for the successful operation of a site landfills and/or transfer station sites and will assist the public in the placement of solid waste and recyclables within the site. The position is also responsible for the safe operation of the site for the public and staff accessing the site for use, tracking materials and clients entering the site, arranging for proper recycling and or disposal of material and the ability of communication with users on the safety requirements of recycling or disposal.

The Operator will provide site service with respect and dignity to patrons, colleagues and supervisors, and must not present any information in a confrontational manner. The Operator will act as a municipal ambassador in regards to County programs and/or services. This will include the encouragement of recycling and source separation of materials prior to the entry to the designated site.

Responsibilities:

Equipment Operation:

- Operation of small sized tools and equipment, including: weed eaters, mowers (push, riding, hand), chainsaws, leaf blowers, snow blowers, carpentry power tools, vehicles (one ton or less in size)
- Operation of the following medium sized equipment: balers (material-vertical/horizontal), skid steers, recycling material processing equipment i.e. (bulb crushers), scale operations
- Operation of the following large sized equipment: recycling truck (Class III with air brake endorsement), landfill compactor, landfill dozer
- Front end loader c/w multiple attachments

Operational and Additional Duties:

- Perform spotting at the waste disposal areas and all designated recycling areas.
- Performance of scale house operations; including the tracking and recording all loads/materials entering the site and complete necessary information in regards to material origins, type, client and time of transaction.
- Assist the Environmental Services department with the Curbside Pickup program, including scheduling of staff, container maintenance and delivery; as directed by supervisor.
- Involvement with the Environmental Services department recycling initiatives and community events such as the Household Hazardous Waste Roundup as requested by supervisor.
- Conduct waste audits as requested by supervisor.
- Perform all required duties at both Class II and Class III landfills.
- Placement covering and tracking of asbestos waste streams.
- Mobile equipment operation.
- All other duties as requested by supervisor.

Direction/Administrative:

- Organizes and directs maintenance crews to ensure required standards are achieved.
- Oversees and establishes work priorities for the Waste & Recycling Operators.
- Responsible for supervising all Waste & Recycling Operators. This includes handling employee inquiries and issues as required and ensuring performance reviews are completed for all employees.
- Provide concise direction to customers in regards to disposal protocols for all materials onsite and offsite as per legislation, regulation and policy.
- Provide information and direction on all loads entering the landfill and/or transfer site ensuring that patrons are aware of provincial regulations and municipal bylaws in regards to transportation of materials.
- Track the customer interface and ensure the waste is being disposed of in the proper location.
- Direction of traffic for all customers on site.
- Provide daily direction for all site and related safety operations to fellow co-workers.
- Monitoring and inspection of all off-site water discharge; ensuring it is properly handled.
- Supervision of contractors while on site. This includes the monitoring of their work and ensuring that they are abiding by all safety regulations as required on-site.
- Assist in the generation of work schedules
- Ensure all site safety inspections, hazard assessments, safe work procedures and incident reports are completed and filed to the supervisor.
- Completion of Safety, Health and Environmental (SHE) inspections.
- Development of Standard Operating Procedures (SOP's) as requested by supervisor or as deemed necessary.

Qualifications:

- Minimum Grade 12 education or ability to obtain Grade 12 within 12 months.
- Minimum Class 5 Driver's Licence, Class 3 Licence with air brake endorsement is an asset. Should be willing to obtain Class 3 Driver's Licence.
- Valid Transfer Site Certificate; or willing to obtain one, once eligible
- Freon Extraction Certification; or willing to obtain one, once eligible
- Class II and Class III Landfill certification; or willing to obtain one, once eligible
- A minimum of 1 year supervisory experience.
- Previous experience working in a landfill is an asset.
- Knowledgeable of current material site acceptance and associated Tipping Fees.
- Knowledgeable of storm water containment and leachate determination as set by the Environmental Code of Practice and standards for landfill operations in Alberta.
- Knowledgeable of all policies and procedures in regards to recycling separation and/or repurposing of materials as per site specific operations.
- Basic knowledge on municipal operations
- Basic legal map reading skills
- Technical troubleshooting skills
- Excellent customer service and communication skills
- Basic equipment operation skills
- Basic computer skills
- Conflict resolution skills
- Ability to work independently and as a team

- Must submit a Driver's Abstract, Criminal Record Check, and Medical Assessment that meets the satisfaction of the County

Salary range \$65,811.20 to \$85,176.00 annually

- Lac La Biche County offers a comprehensive and competitive benefits package, including:
 - 100% Employer paid Health and Dental Benefits
 - Employee and Family Assistance Plan
 - Local Authorities Pension Plan
- Competition Number: 05-EOLH-18
- Closing Date: This competition will remain open until a suitable candidate is found.

Interested candidates are invited to forward their resume in strict confidence to:

Attention: Human Resources

Lac La Biche County

Box 1679 Lac La Biche, AB T0A 2C0

Fax: 1-888-421-2533

Email: hr@laclabichecounty.com

We thank all interested applicants; however, only applicants selected for an interview will be contacted.