



Job Description

Driver (Class 1)

Regional District of Central Kootenay

TITLE OF IMMEDIATE SUPERVISOR: Resource Recovery Mechanical Operations & Site Supervisor

TITLE OF IMMEDIATE SUBORDINATES: n/a

DEPARTMENT: Environmental Services – Resource Recovery

SUMMARY OF POSITION:

Under the direction of the RR Mechanical Operations & Site Supervisor, the Driver is responsible for the transportation of solid waste and recyclables, as well as basic preventative maintenance of assigned RDCK trucks and trailers.

ROLE AND RESPONSIBILITIES:

1. Operates trucks in line with operational requirements of RDCK Resource Recovery Operations.
2. Operates stationary and mobile containers for waste and recyclables to meet operational requirements of RDCK Resource Recovery Operations.
3. On an ongoing basis, ensures inspection of the vehicle and its equipment to ensure continued safe operation and compliance with legislative and regulatory requirements.
4. Performs basic preventative maintenance on assigned equipment.
5. Maintains liaison with Supervisor regarding maintenance requirements for assigned equipment.
6. Maintains daily haul records and submits them on a weekly basis.
7. Maintains daily time records.
8. Operates other mobile equipment including but not limited to loaders and excavators as may be required in other Resource Recovery operations.
9. Other duties as assigned.

REQUIRED QUALIFICATIONS AND EXPERIENCE:

- Valid Class 1 BC Driver's License with satisfactory drivers abstract;
- Minimum of one years' experience in driving Class 1 vehicles with trailer;
- Knowledge in the operation and maintenance of equipment and trucks;
- General knowledge and understanding of waste management methods and practices;
- General knowledge of landfill and waste transfer station operations;

- Ability to work independently;
- Ability to deal courteously and effectively with the public;
- Ability to deal maintain positive working relationships with other staff;
- Ability to operate trucks, trailers, front end loader and other heavy equipment in a competent and safe manner;
- Ability to prioritize work tasks;
- Ability to lift 18 kilograms and carry for 5 meters;
- Ability to work outside in adverse weather conditions; and
- Satisfactory Criminal Record.

ACCEPTANCE:

I have read and discussed the expectations for this position. The associated tasks have been explained to me by my direct supervisor and I am prepared to accept these responsibilities.

_____	_____	_____
Employee Name	Employee Signature	Date
_____	_____	_____
Employer Representative Name	Employer Representative Signature	Date



Job Description

Resource Recovery Site Operator

Regional District of Central Kootenay

TITLE OF IMMEDIATE SUPERVISOR: Resource Recovery Mechanical Operations & Site Supervisor

TITLE OF IMMEDIATE SUBORDINATES: n/a

DEPARTMENT: Environmental Services – Resource Recovery

SUMMARY OF POSITION:

The Resource Recovery Site Operator, under the direction of the Resource Recovery Mechanical Operations & Site Supervisor, or designate, is responsible for safe and efficient operations of the Grohman Narrows Transfer Station, and other RDCK Resource Recovery Facilities. The Grohman Narrows Transfer Station Operator is required to operate machinery and perform general maintenance where required. This position requires occasional travel to RDCK facilities.

ROLE AND RESPONSIBILITIES:

As a member of the Resource Recovery Operations team, responsibilities include, but not limited to:

1. Operate equipment in support of Transfer Station operations including but not limited to roll of bin and compacting trailer trucks, front end loader, stationary compactor, and inverting stationary waste bins.
2. Operate a variety of small equipment and tools used in facility maintenance including but not limited to gas powered weed whipper, power washer, grinder, sanding equipment, painting equipment, winches or similar.
3. Undertake complete daily inspection of assigned facilities.
4. Coordinate daily site operations. Maintains liaison with Supervisor regarding operational requirements and employee scheduling.
5. Undertakes routine repair and maintenance of site equipment and facilities.
6. Remove snow, debris and garbage from Resource Recovery facilities and roadways as required. Apply sand when necessary.
7. Direct traffic on site and provide assistance to the public using the Transfer Station facility.
8. Assist RDCK's service and maintenance contractors attending to the Transfer Station as may be required from time to time.
9. Visually inspect incoming waste and recyclable materials for compliance with regulations, disposal policies and bylaws.
10. Operate RDCK facilities in accordance with applicable regulation including but not limited to WorkSafe BC regulations, fuel storage regulations, and the Environmental Management Act.

11. Maintain Occupational Health and Safety Level One First Aid Certification and Workplace Hazardous Materials Information Systems certification.
12. Maintain familiarity with Emergency Response Plan for Transfer Station Facility.
13. Other duties as required.

REQUIRED QUALIFICATIONS AND EXPERIENCE:

The ideal candidate will possess the following knowledge, skills and abilities which have been gained through a combination of education and practical experience:

- Maintain valid BC Class 5 Driver’s license;
- Endorsement 15 Vehicles with Air Brakes;
- General knowledge of small equipment operation and maintenance;
- Ability to work independently;
- Ability to deal courteously and effectively with the public;
- Ability to deal effectively with other staff;
- Ability to operate a front end loader and other equipment in a competent and safe manner;
- Ability to prioritize work tasks;
- Ability to lift 18 kilograms and carry for 5 meters;
- Ability to work outside in adverse weather conditions;
- Ability to remain standing for up to 3 hours at one time; and
- Satisfactory Criminal Record.

PREFERRED TRAINING, SKILLS AND ABILITIES:

- Grade 12 Education or equivalent (GED)
- Valid BC Class 3 Driver’s License an asset
- General knowledge of landfill and waste transfer station operations

ACCEPTANCE:

I have read and discussed the expectations for this position. The associated tasks have been explained to me by my direct supervisor and I am prepared to accept these responsibilities.

Employee Name	Employee Signature	Date
Employer Representative Name	Employer Representative Signature	Date