

ESTANCIA VALLEY SOLID WASTE AUTHORITY

is accepting applications for a **Landfill Laborer**.

Starting Pay: \$16.22 per hour

Excellent Benefits Package, including:

- Health Insurance
- PERA Retirement

Minimum Qualifications:

- High School Diploma or GED
- Valid New Mexico Driver's License with a clean driving record
- Ability to perform manual labor in outdoor environments and varying weather conditions
- Must pass a drug screening and physical examination

Job Duties Include:

- Assisting with landfill operations and site maintenance
- Directing customers to appropriate disposal locations
- Litter control and grounds cleanup
- Assisting with recycling and waste diversion activities
- Performing general labor and maintenance tasks as assigned
- Assisting equipment operators and other landfill staff as needed

To obtain a complete job description and application, visit:

Estancia Valley Solid Waste Authority

515 Allen St.

Estancia, NM 87016

or online at **www.evswa.com**

Equal Opportunity Employer



Landfill Laborer Position Specification



Classification: Regular Full-Time

Department: Landfill

FLSA Status: Non-Exempt

Reports To: Landfill Supervisor

Position Summary:

Estancia Valley Solid Waste Authority (EVSWA) operates the Estancia Valley Regional Landfill (EVRL) and collection stations for solid waste disposal and recycling drop-off. A Landfill Laborer will be assigned to the EVRL. A Landfill Laborer must perform tasks as assigned or needed for the safe and lawful operation of the landfill including associated facilities and equipment. Work assignments are made from the Landfill Supervisor to the Landfill Laborer. The Landfill Laborer reports to the Landfill Supervisor.

The Landfill Laborer may be assigned to EVSWA Collection Stations, as needed. When assigned to a collection station, the employee must perform all tasks needed for the safe and lawful operation of the station including associated facilities and equipment.

EVSWA is an equal opportunity employer. Application for this position does not guarantee employment.

Minimum Qualifications Required

- High school graduate or equivalent.
- Valid New Mexico driver's license with no serious violations in the past three years or more than one DUI ever. A serious violation is a DUI or any violation resulting in imprisonment, suspension/revocation of license or a fine of \$100 or more.
- Ability to communicate effectively in English - spoken and written.
- Ability to perform arithmetic computations to accurately complete all required forms and reports.
- Ability to create and maintain written records of activities and waste streams.
- Ability to perform all essential functions of the position with or without a reasonable accommodation.

Essential Functions:

1. Perform all assignments and duties in accordance with state, federal, and EVSWA safety rules and regulations, policies and procedures, and environmental rules and regulations.
2. Perform oversight, record-keeping, operation, maintenance, and repair of the EVRL septage pit and composting operations.
3. Oversee disposition of all material brought in by customers for disposal/recycling and screen waste material to ensure compliance with all New Mexico Environment Department regulations and guidelines and EVSWA safety and operational policies and requirements.
4. Assist customers with proper disposal and recycling of materials, including help with unloading and providing information to customers about regulatory and safety requirements/restrictions or alternate disposal sites.

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5. Assist customers with safe disposal of bulky items weighing up to 100 lbs, including but not limited to items such as refrigerators, furniture, or tires, into proper areas.
6. Maintain accurate, legible records as required by EVSWA policies and state and federal regulations.
7. Maintain premises as required by EVSWA policies and state and federal regulations to ensure the facilities are free of debris, safety hazards, and unsightly conditions.
8. Identify and report all safety concerns and needed repairs.
9. Perform routine maintenance of EVSWA facilities including structures, ramps, stairs, containers, compactors and similar facilities and equipment as needed to provide security and prevent damage or deterioration.
10. Operate EVSWA vehicles, equipment and tools properly and safely and perform routine inspections, repairs and preventive maintenance on EVSWA equipment and tools listed in this position specification.
11. Perform all work needed for the proper, safe and lawful operation of EVSWA facilities or as directed by a supervisor.

Additional Qualifications Considered

- Experience in a similar position with a solid waste disposal operation.
- Experience operating any of the equipment or tools used in this position.
- CDL driver's license.
- Communicate in Spanish.

Additional Job Duties, Functions, and Information:

- Maintain the grounds free of litter
- Keep buildings and work areas clean
- Perform routine equipment preventive maintenance and light repair
- Operate equipment, including baler, skid steer, fork lift, and loader, all with training
- Operate rolloff trucks and water trucks only within landfill perimeter
- Support heavy equipment operators as needed (wind fence placement, cover soil, etc.)
- Run errands as directed
- Keep self, other personnel, and customers safe
- Report safety concerns
- Report needed repairs
- Implement contingency plan as needed
- May be assigned to work as station attendant
- Other duties as assigned

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Working Conditions

The landfill is an outdoor facility that is operated five days a week, Monday through Friday, year-round and primarily from 7:00 am to 4:00 pm. Landfill operating hours and days of the week are subject to change.

A small structure with a place to sit, a heater, and field toilet facilities are provided at the landfill. Work is performed outside with exposure to the weather, noise, fumes, odors, dust and dirt. Work is performed on a variety of surfaces including vehicle surfaces, concrete, metal or wood surfaces or natural ground that may be flat, uneven, greasy, wet, or muddy. Work involves exposure to waste material that may contain asbestos, solvents, paints, pest control products, sharp objects, blood-borne pathogens, household medical waste or other potentially hazardous materials. EVSWA provides personal protective equipment (PPE) including hard hats, steel-toed boots, gloves, safety glasses and any other PPE required for a particular task or assignment. Employees are required to use the PPE provided in accordance with EVSWA policies and state and federal rules and regulations.

Work requires moving or shifting items weighing up to 100 lbs, performing manual labor tasks such as digging, weeding or cleaning up trash and debris, using ladders and steps, using manual and power tools, and operating vehicles and trucks that do not require a Commercial Drivers License (CDL). All interaction and communications with EVSWA customers or the general public must be performed in a professional and courteous manner. EVSWA provides training on the safe and proper operation of all equipment and tools and the performance of all required work. Employees are required to perform work in accordance with this training and all EVSWA policies.

Equipment and Tools

- Hand tools such as shovels, hoes, brooms, rakes, hammers, wrenches, grease guns and similar hand and garden tools.
- Power tools such as drills, saws, screw and nail guns, generators, air compressors and similar shop tools.
- Power equipment such as lawn mowers, weed eaters, brush chippers and similar equipment.
- Large equipment such as rolloff containers, compactors, backhoes, loaders, skid-steers, forklifts and similar equipment.
- Vehicles and trucks that do not require a CDL to operate.

Applicant/Employee Acknowledgement

I have received a copy of this Position Specification and have read it. I understand the expectations and demands of the position described and state that I can perform the essential functions of this position with or without a reasonable accommodation. I further understand that EVSWA is an equal opportunity employer and that I may request a reasonable accommodation at any time.

Name (Please Print): _____ Date: _____

Signature: _____