

JOB POSTING



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Apply By Thursday, January 31, 2019

TITLE	COMPOST EQUIPMENT OPERATOR	jobdesc111 2018
DEPARTMENT	CREEK SIDE COMPOST	
SUPERVISED BY	COMPOST MANAGER; DAILY WORK AS ASSIGNED BY THE COMPOST COORDINATOR	
SUMMARY	THIS IS WORK OPERATING AND MAINTAINING EQUIPMENT AT THE CREEK SIDE COMPOST FACILITY	

DUTIES AND RESPONSIBILITIES

1. Process product coming into the compost facility, including but not limited to:
 - a. Transport materials for processing from off-site locations to Creek Side with a semi-tractor/trailer or hook-lift truck.
 - b. Move source separated organic materials (SSOM) with a skid loader to the conveyer system, feeding a trommel mixer.
 - c. Mix SSOM with water and wood chips as required.
 - d. Move in-vessel composting bins (roll-off boxes) with the hook-lift truck to the composting pad.
 - e. Maintain records for year-end reporting.
 - f. Maintain windrows of product and keep records of all products being processed.
2. Assist with the composting operation, as directed by the Compost Manager and Compost Coordinator, including but not limited to:
 - a. Place and form compost materials into windrows via front-end wheel loader.
 - b. Operate and maintain the compost windrow turner, when and as necessary.
 - c. Operate and maintain screening plant and stacking conveyors. May transport and operate screener for custom screening jobs off-site.
 - d. Collect, maintain and communicate equipment usage information to management.
 - e. Collect samples of finished composted products for testing at a certified laboratory, per management's direction.
3. Assist with the bagging operation, as directed by the Compost Manager and Compost Coordinator:
 - a. Operate the bagging system via the computerized controls.
 - b. Supply the bagging system materials with the front-end loader.
 - c. Load bagged product for shipping on the semi-trailer via forklift and/or skid loader.
 - d. Oversee bagging personnel.
 - e. Deliver product to the customer locations with a semi tractor/trailer.
4. May operate the horizontal wood grinder at the Creek Side facility, and transport and operate the grinder at off-site locations.

5. Operate the mulch colorizer as directed.
6. Load customers with bulk and/or bagged goods via forklift, wheel loader or skid loader.
7. Perform routine maintenance and care of equipment and supplies. Troubleshoot equipment deficiencies. Clean compost facility buildings, vehicles and equipment as required.
8. May operate the compost facility in the absence of the Compost Manager and Compost Coordinator.
9. Obtain quotations for raw product or equipment parts for purchase orders.
10. Perform snow removal activities for the City and at the compost site facility as required.
11. Attends safety trainings and follows all safety related rules and procedures.
12. Perform related duties as required.

EQUIPMENT

All heavy and light equipment including, bobcat, forklift, front-end loader, roll-off truck, semi tractor/trailer, windrow turner, compost screener, grinder, bagging and mixing equipment, computerized compost bin system, computerized scale, radio communications equipment, and telephone.

REQUIRED QUALIFICATIONS

High school diploma or GED. One to three years relevant equipment operation experience. Valid Class A Minnesota driver's license for semi operation. Certified composting certificate or the ability to obtain within one year of employment.

DESIRABLE QUALIFICATIONS

Training and experience in operation and maintenance of composting and other heavy and light equipment. Semi driving experience. Knowledge of composting operation. Physical strength and stamina. Ability to work well with others or alone. Ability to understand, accept, and carry out oral and written directions, make decisions, and complete tasks as directed with little supervision. Ability to work with and communicate well with the general public, customers, truck drivers and waste haulers. Willingness to accept a variety of duties.

WORKING CONDITIONS

Full time position. Variable hours dependent upon work load with some rotating shifts. Generally 5 days per week, Monday through Friday, and up to 6 days per week during peak times (spring & fall). Inside and outside work in all weather.

Minimum Pay Rate: \$21.86

CITY OF HUTCHINSON
ADDENDUM TO JOB DESCRIPTIONS 1995
TO COMPLY WITH THE AMERICANS WITH DISABILITIES ACT (ADA)

FOR MAINTENANCE POSITIONS: Compost Equipment Operator

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to reach with hands and arms. The employee frequently is required to stand, walk and use hands to finger, handle, feel or operate objects, tools or controls. The employee is occasionally required to sit, climb or balance, stoop, kneel, crouch or crawl, and talk or hear, and smell.

The employee must frequently lift and/or move up to 50 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee regularly works near moving mechanical parts and in outside weather conditions. The employee occasionally works in high, precarious places and is frequently exposed to wet/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, and vibration. The employee is occasionally exposed to risk of electrical shock.

The noise level in the work environment is frequently loud.

The duties listed in job descriptions are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.