

**RESOLUTION**

**IN THE MATTER OF ADVERTISING FOR A FULL-TIME, CLASSIFIED, NON-EXEMPT RECYCLING/TRANSFER STATION EQUIPMENT OPERATOR FOR THE HURON COUNTY SOLID WASTE DISTRICT**

Bruce Wilde moved the adoption of the following resolution:

**WHEREAS**, there is a need for a Recycling/Transfer Station Operator for the Huron County Solid Waste District; and

**WHEREAS**, the starting hourly wage for this position is \$18.75 per hour, with an additional \$.50/hr. after successfully completing probationary period, in compliance with the collective bargaining agreement between the Huron County Commissioners and AFSCME, Ohio Council 8, Local 3764; now therefore

**BE IT RESOLVED**, that the Board of Huron County Commissioners hereby authorizes the Huron County Director of Human Resources to solicit applicants for the position by posting and advertising in accordance with the AFSCME, Ohio Council 8, Local 3764 Collective Bargaining Agreement and the Huron County Personnel Policy Manual; and further

**BE IT RESOLVED**, that all those applying must submit a Huron County application for employment to the Huron County Human Resource Department, 12 East Main Street, Norwalk, Ohio 44857. Applications will be accepted until the position is filled; now therefore

**BE IT RESOLVED**, that the foregoing resolution was adopted and all actions and deliberations of the Board of Commissioners of the County of Huron, Ohio relating thereto were conducted in meetings open to the public in compliance with all applicable legal requirements, including Section 121.11 of the Ohio Revised Code.

Harry Brady seconded the motion. The roll being called upon its adoption, the vote resulted as follows:

<u>Yea</u>	<u>Terry Boose</u> Terry Boose
<u>YES</u>	<u>Harry Brady</u> Harry Brady
<u>yes</u>	<u>Bruce Wilde</u> Bruce Wilde

**CERTIFICATION**

I do hereby certify that the above is a true and correct copy of the resolution passed by the Board of Huron County Commissioners on 11/30/21 and is recorded in the Commissioners Journal Volume 102.

Nichele Umba  
Administrator/Clerk

# Recycling/Transfer Station Operator /Solid Waste

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## HURON COUNTY COMMISSIONERS, JOB DESCRIPTION

**Title:** Recycling/Transfer Station Equipment Operator/Solid Waste District

**Status:** Classified, Non-exempt, Full-time

**Job Summary:** Under general supervision, this position operates the loader and other equipment necessary to the recycling/transfer station operation. The incumbent also operates semi-tractors to transfer trailers to and from the pit area and performs routine maintenance on equipment.

### Essential Functions:

- Operates Recycling/Transfer Station equipment to transfer refuse to semi-tractor trailers for hauling to disposal site; operates front-end loader and other powered equipment (i.e. bailer) to load solid waste for disposal or recycling; helps to enforce safety rules and regulations in pit area for staff and customers.
- Operates semi-tractor and other equipment to transfer solid waste to and from tipping floor; backs trucks into narrow spaces as required; operates roll-off truck to and from collection sites and/or disposal sites.
- Performs routine maintenance and custodial duties as directed; performs routine maintenance on equipment as necessary to maintain equipment in operational condition; performs other related duties as assigned.
- Sorts and separates materials to be recycled or diverted from landfill; mows grass, pulls weeds, trims shrubs and trees; plows and shovels snow, picks up trash, paints facilities, sweeps floors and pavement; maintains roadways.
- Performs various unskilled manual labor tasks to assist in departmental operations.
- Physically moves tools and supplies from one location to another.
- Cleans truck beds following use.
- Maintains attendance standards and follows County and department policies and procedures.

### Marginal Functions:

- Assists other departmental personnel as required and performs other related duties as necessary or assigned.

## Recycling/Transfer Station Operator /Solid Waste

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**Essential Requirements:**

Must have a high school diploma or equivalent; valid Class B Ohio Commercial Driver's License (CDL), and acceptable driving record. Must pass a DOT physical examination and post-offer/pre-employment drug screening. Must have experience that indicates skill in the operation of a loader, tractor-trailer rig, and related equipment, as well as the ability to perform maintenance on such equipment. Must be able to perform all the essential functions of the position with or without reasonable accommodation.

**Working Conditions**

Both indoor and outdoor work is performed under varying weather conditions, such as extreme heat or cold. Requires performance of physical tasks, including, but not limited to, lifting, bending, stooping, kneeling, reaching, pushing, and pulling. Work is often performed in a malodorous environment.

Huron County Board of Commissioners

Approved: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Employee: \_\_\_\_\_

Date placed in employee's file: \_\_\_\_\_

7-5-11; 2-17-15

## NOTICE OF JOB OPENING

Applications are being accepted for the full-time position of Recycling/Transfer Station Equipment Operator/Solid Waste District. This is a classified, full-time position reporting to and supervised by the Transfer Station Supervisor. This is an AFSCME Local 3764 union position.

**Job Title:** Recycling/Transfer Station Equipment Operator/Solid Waste District

**Wages:** \$18.75 per hour

**Job Duties:** Under general supervision, this position operates the loader and other equipment necessary to the recycling/transfer station operation. The incumbent also operates semi-tractors to transfer trailers to and from the pit area and performs routine maintenance on equipment.

**Requirements:** Must have a high school diploma or equivalent; valid Class B Ohio Commercial Driver's License (CDL), and acceptable driving record. Must pass a DOT physical examination and post-offer/pre-employment drug screening. Must have experience that indicates skill in the operation of a loader, tractor-trailer rig, and related equipment, as well as the ability to perform maintenance on such equipment. Physical tasks include lifting, bending, stooping, kneeling, reaching, pushing, and pulling. Work is performed inside and outside in varying weather conditions and in an odorous environment. For Complete list of requirements see job description at [www.hccommissioners.com](http://www.hccommissioners.com).

**Application and Selection procedure:** Submit application (available online at [www.hccommissioners.com](http://www.hccommissioners.com), at 180 Milan Ave., Norwalk, and 12 E. Main St., Suite 102, Norwalk) to Director of Human Resources, 12 E. Main St., Norwalk, OH 44857 until position is filled. All applications are public records.

*Huron County is an Equal Opportunity Employer*

**Posting Dates:** November 30, 2021 until position is filled.