

Laborer, Transfer Station/Solid Waste

HURON COUNTY COMMISSIONERS, JOB POSTING

Position Title: Laborer, Transfer Station/Solid Waste
Reports to: Transfer Station Supervisor
Status: Classified/ Non-Exempt/ AFSME, Ohio Council 8, Local 3764
Hours: Full-time
Revision Date: 7/30/2025

Job Summary: This position is responsible for weighing and recording all incoming and outgoing vehicles at the transfer station, collecting payments, and maintaining accurate records of transactions. The individual also performs manual labor such as sorting recyclables, maintaining the grounds and facilities, and assisting with general upkeep and support of departmental operations.

Pay Range: \$17.00-\$21.00 per hour

Benefits:

- Health and dental insurance
- Paid vacation and personal time
- Eleven (11) paid holidays
- Fifteen (15) accrued sick days per year
- Retirement Pension
- Public Student Loan Forgiveness Eligible Employer
- Life Insurance Policy

Essential Functions:

- Weighs and documents daily tonnage that comes through the transfer station by weighing incoming and outgoing vehicles, recording incoming and outgoing time and weight, stamping tickets to document tonnage, etc.
- Checks incoming vehicles so that improper materials are not taken into the transfer station.
- Collects payments for dumping of trash.
- Records cash received and maintains records of all weight slips processed.
- Uses a calculator to total daily tickets, pricing of loads, etc. Types daily report of tickets for days worked.
- Sorts and separates materials to be recycled or diverted from the landfill; mows grass, pulls weeds, trims shrubs and trees; plows and shovels snow; picks up trash; paints facilities; sweeps floors and pavement; and maintains roadways.
- Performs various unskilled manual labor tasks to assist in departmental operations. Empties trash, sweeps floors, picks up paper, cleans equipment, etc.

Laborer, Transfer Station/Solid Waste

- Physically moves tools and supplies from one location to another.
- Cleans truck beds following use. Tarps transfer trucks.
- Assists other departmental personnel as required.

Marginal Functions:

- Performs other related duties as necessary or assigned.

Preferred Knowledge, Skills, and Abilities

- Knowledge of Basic math, cash handling, and bookkeeping.
- Ability to follow safe practices and procedures.
- Ability to follow instruction from supervisor.
- Ability to develop and maintains effective working relationships with co-workers, management and public.

Required Educations and Experience:

- Must have a high school diploma or equivalent and acceptable driving record for insurance and liability purposes.
- A valid driver's license.

Physical Requirements:

- Frequently alternating between sitting, standing, and walking.
- Lift/ carry a minimum of fifty (50) pounds.
- Reaching with bilateral upper extremities into/ up to/ down to various heights.
- Push/ pull with twenty (20) pounds of initial force.
- Climb onto stepladder (2 steps).
- Bend/squat/crouch/kneel.
- Must be able to perform the essential functions of the position with or without reasonable accommodation.

HOW TO APPLY:

If interested submit Resume and Employment Application to Lara Hozalski, Deputy Director of Human Resources, 12 E. Main Street, Suite 513 or hrdirector@huroncounty-oh.gov

You can find our application at: <https://www.hccommissioners.com/employment-opportunities/>.

Deadline: Until filled.

AN EQUAL OPPORTUNITY EMPLOYER AND SERVICE