



## SCHEDULE A

**POSITION TITLE:** Equipment Operator

**TITLE OF SUPERVISOR:** CAO of BVWMC

**GENERAL ACCOUNTABILITY:** The Equipment Operator receives on-site direction from the Chief Administrative Officer. The employee's primary duties are to screen and aid customers in sorting incoming wastes as well as litter clean-up and maintenance. Employee in this position may be responsible for the safe and skilled operation of all equipment owned or leased by the Commission when required. The Employee will be required to perform a wide variety of duties and tasks associated with landfill, composting and recycling operations.

**PLACE OF WORK:** Francis Cooke Regional Class III Landfill, Exshaw, AB

### MINIMUM QUALIFICATIONS:

1. Must have a valid Alberta driver's license with air brake an asset
2. Must be a reliable and capable worker
3. Must be certified as an AENV Municipal Class III Landfill Operator or willing to obtain.
4. Must be able to understand and comprehend verbal & written instructions.
5. Must be in good physical shape to lift up to 50 pounds.
6. Must possess Standard First Aid and CPR certificate.

### SPECIFIC DUTIES:

- ✓ Equipment Operator
- ✓ Responsible for the duties assigned by the CAO;
- ✓ Responsible for ensuring that unacceptable material that the employee is aware of is not buried at the Landfill;
- ✓ Responsible for ensuring any restricted wastes identified are identified to the CAO for proper labeling/ handling/ storage for appropriate offsite disposal;
- ✓ Primary duties include aiding customers in sorting customer loads to the appropriated areas,
- ✓ Daily Litter Clean up along Landfill fence-line and General maintenance activities at that the direction of the Landfill Operations Manager or Senior operator;
- ✓ Safe and efficient operation of equipment and in the performance of non-equipment related tasks at all times;
- ✓ Performance of regular scheduled equipment maintenance / inspections as directed;

- ✓ Maintenance and operations of recycling compounds/programs; Rock and Lime Waste area; Yard and Garden Composting;
- ✓ Knowledge of and adherence to the Operations Plan, Health and Safety Plan;
- ✓ Courteous representation to Landfill Facility customers, drivers, etc.
- ✓ Reporting all accidents, near misses in writing to the Manager;
- ✓ Reporting all waste discrepancies in writing to the Manager;
- ✓ Other related duties required by the CAO