

9. Responsible for the winter maintenance of parking lots and roads with the rural collection program, Recycling Center, and Landfill areas.

10. Provide tour guide support, whenever required, for recycling center and landfill.

11. Prepares and presents reports monthly to the District Director. Responsible for noting substantive problems and their solutions, as well as reporting on general operations.

JOB REQUIREMENTS

A high school diploma or equivalent is required: knowledge of and the ability to drive heavy and light duty trucks; knowledge of IOSHA regulations: knowledge of City streets and Bartholomew County roads.

Must be able to work holidays, weekends, and over-time as needed.

Working knowledge of local, state and federal regulations concerning solid waste and environmental protection.

Ability to effectively communicate, both orally and in writing, with a wide variety of individuals, including subordinates, other local, state and federal officials and members of the general public.

Legally qualified to operate motor vehicle, CDL License- Class B with Air Brakes is preferred with applicable experience.

IDEM Landfill Operator certification and SWANA MOLO certification or the ability to acquire both within 12 months of hire and maintain.

DIFFICULTY OF WORK

Incumbent performs a wide variety of general administration and management duties, working independently from supervision. General goals and objectives are recommended by the incumbent, and approved by the Director as modified/adopted by the Board of Directors. Independent judgment is exercised in designing and selecting appropriate guidelines and procedures.