

City of Marietta, Oklahoma Job Description

Position Title: Transfer Site Operator	Department: Operations
Pay Grade: I	Supervisor: Sanitation Supervisor

Position Purpose:

This position is responsible for the operations of the City's waste transfer site. The operator will accept trash, brush and debris, and subsequent payment, from customers. The operator must use equipment to load trash and debris that is delivered to the transfer site into transport trucks to be delivered to landfill.

Essential Functions and Duties:

- Utilize backhoe to load and pack trash/debris into transfer site trailers
- As needed, exchange loaded trailer/truck for empty trailer/truck
- Maintain and repair equipment
- Maintain appropriate logs and records on collection and delivery activities
- Manage the daily monetary collection from site and ensure daily deposit
- Respond to citizen inquiries and complaints
- Maintain, clean, and mow transfer yard/site
- Perform any other related duties as required or assigned

Education and Experience:

- Requires High School Diploma or GED
- Prefer one (1) year of experience in city sanitation practices
- Prefer fabrication/welding experience

Certificates and Licenses:

- Valid Class D Oklahoma Driver's License
- Preference for valid commercial driver's license.

Knowledge/Skills/Abilities:

- Knowledge of principles and practices of transfer site services, occupational hazards, and standard safety practices.
- Ability to understand Federal, State, and local laws, regulations, or ordinances regarding sanitation.
- Communicate clearly and concisely, both orally and in writing.
- Understand occupational hazards and standard safety practices;
- Basic Computer skills

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Physical Job Requirements:

The following physical and environmental activities and conditions represent those that must be met by an employee to successfully perform the essential functions of this job.

Physical Activities	None	Under 1/3	To 2/3	Over 2/3	Physical Activities	None	Under 1/3	To 2/3	Over 2/3
Stand		X			Lift up to 25 pounds		X		
Walk		X			Lift up to 50 pounds	X			
Sit				X	Work Outdoors				X
Use hands to finger, Handle, and feel				X	Normal Vision with or without corrective lenses Moderate-High Noise Level				
Climb and balance		X							
Stoop, kneel, crouch, and crawl	X								
Talk and hear				X					
Taste and Smell	X								

Conditions of Employment:

- Subject to post offer, pre-employment drug screen
- Subject to post offer, pre-employment background check
- Must be at least 18 years of age

This is a Safety Sensitive position:

This job has been classified as a “safety sensitive” position as defined by the United States Department of Transportation drug and alcohol testing regulations, the Oklahoma Standards for Workplace Drug and Alcohol Testing Act and/or Oklahoma Medical Marijuana laws. In this position, you will be subject to drug and alcohol testing, which might include random testing. Marijuana is one of the substances included in the drug panel screening. Possession of a Medical Marijuana license will **not** excuse you from the testing process, or the consequences of testing positive for Marijuana.