



## JOB DESCRIPTION

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**Position Title:** Heavy Equipment Operator      **Department:** Operations – FFLF  
**FLSA Status:** Non Exempt (Hourly)      **Reports To:** Assistant Manager, FFLF  
**Effective Date:** April 2016      **Working Status:** Full Time

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### **Job Summary:**

Responsible for the safe operation of all LCSWMA Heavy Equipment. Dispose of waste and place daily and intermediate cover using approved methods, while encountering various conditions from the weather.

### **Job Responsibilities:**

- Advance LCSWMA's mission, philosophy, and commitment to the community by embracing these values and demonstrating them in your everyday activities.
- Safely operate all LCSWMA heavy equipment, including the ability to operate or learn to operate the wood shredder as needed.
- Perform a preventive maintenance check daily and complete preventative maintenance report on each machine operated every day.
- Understand fill plan and be able to implement current plan.
- Read site plan drawings.
- Read and understand cut and fill grade stakes.
- Follow instructions and directions from managers and communicate to compliance officers and co-workers.
- Work cooperatively and diplomatically with customers and co-workers of varying socioeconomic backgrounds and effectively handle stressful or sensitive situations.
- Assist compliance staff with heavy or large number of items being removed from the waste stream.
- Be available to assist in other capacities, as qualified or assigned, to maintain the facility operation.
- Dispose of waste using approved methods by LCSWMA and PADEP.
- Keep machines clean, greased and fueled daily.
- Safely operate machinery while working near other machines and customers' vehicles.
- Maintain familiarity with all applicable PADEP Rules and Regulations, LCSWMA Rules and Regulations, PPC Plans, O & M Manuals, LCSWMA Permits, and LCSWMA Safety Program.
- Support a culture of safety by performing all responsibilities in accordance with LCSWMA safety policies and procedures and take a proactive approach to ensure a safe working environment for employees and customers.
- Perform all work within Environmental Management System policies in order to comply with procedures.

### **Education, Training or Certification:**

- High School Diploma or acceptable equivalent.
- Basic reading and writing comprehension.
- Understand PA DEP Rules and Regulations regarding waste disposal.
- Knowledge of LCSWMA and PADEP regulatory requirements



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### **Technical Competencies:**

- Hear and communication accurately and courteously via telephone, two-way radio, and in person.
- Hear and communicate accurately and courteously with customers and co-workers.
- Work cooperatively and diplomatically with visitors, co-workers, and vendors of varying socioeconomic backgrounds.
- Effectively handle stressful situations.
- Fluently speak, read and write in English.

### **Work Environment and Physical Demands:**

- Most LCSWMA machines have climate controlled cabs, however there are times when you will be required to operate machines without enclosed cabs or functioning air conditioning or heaters. Work is performed in all weather conditions.
- Lift up to 75 pounds and carry for a distance of 50 feet.

### **Equipment Used:**

- All LCSWMA Heavy Equipment
- Tarp-o-matic machine
- Shovels
- Pickup truck
- Fuel and grease dispensing machinery
- Telephone, two-way radio

### **Work Hours:**

Hours will normally fall between 7:30 a.m. to 4:30 p.m. Monday to Friday, and 6:45 a.m. to 11:30 a.m. Saturday hours. However, there are times when hours could be extended due to work loads, holidays, and special projects.

### **Behavioral Competencies:**

- **Teamwork and Collaboration:** Works cooperatively as part of a team and collaboratively with peers, internally and externally. Specifically, cooperates; for example, supporting team decisions.

*I have read and understand the above position description. This job description is not intended to be, and should not be construed as, an all-inclusive list of responsibilities, skills efforts or working conditions associated with the position. I understand that it does not constitute an employment contract, that my employment is at-will for an indefinite period of time, and that the organization may change wages, benefits, conditions and responsibilities at any time.*

**Employee Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Manager Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_