



**Department of Public Works
10 Muzzey Road
Hollis, NH 03049**

Thomas Bayrd
Director

SOLID WASTE OPERATOR

The Town of Hollis, NH is seeking to fill a full-time Solid Waste Operator. The applicant must be at least 18 years old and possess a valid driver's license and a clean record. A CDL license is helpful but not required. The ability to obtain a Solid Waste Operator's Certificate as soon as scheduling can be made is required. Ability to operate front end loader, fork lift, heavy motor vehicle, snow blower, bailer, compactor, hand and power tools, computers, cash box, safety equipment and light loading equipment is required. Coordinate the collection of recyclable materials into appropriate receptacles and prepare material for hauling. The position requires the person to be able to perform physical labor under all climatic and environmental conditions such as heat, cold, dust, noise, rain and snow.

Work on Saturdays is required.

Maintain a safe environment for residents and employees, interact with the general public and advise them in the proper use of the Transfer Station with their recycling and disposal needs. Exercise good judgment and common sense when enforcing the station's operating procedures.

Experience with snow plowing is a plus.

*This job posting is not meant to be an all inclusive list of duties and responsibilities, but rather constitutes a general definition of the position's scope and function. Additional information regarding this position may be found online at:
www.hollisnh.org

All employees are subject to pre-employment physicals, background checks, drug and alcohol testing. Applications will be accepted at the Hollis Transfer Station, 10 Rocky Pond Road until the position is filled. Hourly wage ranges between \$19.12 and \$23.52. Any questions please contact Joan at (603)465-3299 or jcudworth@hollisnh.org



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September 2017

JOB TITLE: FULL TIME SOLID WASTE OPERATOR

JOB DESCRIPTION: Performs routine work at the solid waste transfer station and Stump dump, requiring the ability to do heavy physical labor efficiently and provide additional manpower to any and all branches of the Hollis DPW, as needed.

ACCOUNTABILITY: Reports to the Solid Waste Supervisor.

EQUIPMENT USED: Hand and power tools, scales, balers, compactors, heavy equipment such as a front end loader, backhoe, fork lift, bull dozer, excavator, heavy motor vehicle, snow removal equipment, snow plows, snow blower, and snow shovel.

ENVIRONMENT: Inside 5% Outside 95%

DUTIES AND RESPONSIBILITIES: The following functions are considered essential to this position.

1. Knows, (or is willing to learn), understands and implements the solid waste disposal facility operating rules and procedures.
2. Monitors access to transfer station and stump dump.
3. Conducts visual inspection of loads, as needed, to prevent disposal of prohibited materials.
4. Maintains the cleanliness and neatness of the solid waste facilities.
5. Assists residents in the appropriate placement of refuse and recyclables.
6. Collects fees as required, by established fee schedules.
7. Maintains the recycling area and insures the proper disposal and classification of all recycled materials.
8. Packages cardboard, newspaper, aluminum and other recyclables and stores them in a safe and healthy manner.
9. Uses and performs preventive maintenance on compactor, baler, hand tools and power equipment.
10. Compacts materials as required by the facilities operating plan, and state regulations.
11. Operates snow removal equipment, plows snow, operates snow blower and shovels snow.

- 12. Can work at the DPW when additional personnel are needed.
- 13. Familiar with and executes safe work procedures associated with assigned work.
- 14. Performs other duties as required.

PRIMARY PHYSICAL REQUIREMENTS:

Lift up to 10lbs.:	Constantly required.
Lift 11-25lbs.:	Frequently required.
Lift 26-50lbs.:	Frequently required.
Lift over 50 lbs.:	Occasionally required. Assistance is available.

Carry up to 10lbs:	Frequently required.
Carry 11-25lbs.:	Frequently required.
Carry 26-50lbs.:	Occasionally required.
Carry over 50 lbs.:	Occasionally required. Assistance is available

Reach above shoulder height:	Occasionally required.
Reach at shoulder height:	Constantly required.
Reach below shoulder height:	Frequently required.
Push/Pull:	Frequently required.

OTHER PHYSICAL CONSIDERATIONS:

Twisting:	Frequently required.
Crawling:	Rarely required.
Squatting:	Occasionally required.
Kneeling:	Occasionally required.
Crouching:	Rarely required.
Climbing:	Occasionally required.
Balancing:	Occasionally required

HAND MANIPULATION:

Grasping:	Constantly required.
Handling:	Constantly required.
Torquing:	Occasionally required.
Fingering:	Frequently required.

COGNITIVE AND SENSORY REQUIREMENTS:

Talking:	Necessary for communicating with others.
Hearing:	Necessary for taking instructions from others.
Sight:	Necessary for doing the job efficiently.
Tasting and smelling:	Smelling required to detect odors such as fire, smoke, noxious gases, prohibited materials, etc.

WORK SURFACES:

Concrete, dirt, sand, clay, asphalt, rough terrain.

OTHER TRAINING, SKILLS AND EXPERIENCE REQUIREMENTS:

High school diploma preferred. Ability to operate computers and a cash drawer. Some experience in heavy manual labor. Ability to follow written and oral instruction. Ability and experience operating and maintaining hand and power tools, safety equipment, and light loading equipment. Must be capable of using common sense where needed, and to work with a minimum of supervision. Must be able to accurately make field calculations to determine load capacity and fee rates. Must be able to read, write, and understand instructions, manuals and technical information. Must be able as needed to be on call to plow and shovel snow.

Must be capable of obtaining a Solid Waste Operators Certificate as soon as scheduling can be made.

SUMMARY OF OCCUPATIONAL EXPOSURES:

May be exposed to herbicides, pesticides, fuels, solvents, household garbage, etc.

Exposure to high noise levels from heavy compacting and road maintenance equipment.

May be exposed to long periods of sunlight.

May be exposed to poison ivy, poison oak, poison sumac, and insects such as wasps, hornets, bees, etc.

OTHER CONSIDERATIONS AND REQUIREMENTS:

Ability to read basic technical and maintenance manuals. Ability to make entries in logs and maintain logs, complete cash receipts and familiarity with SDS paperwork.

Ability to perform manual labor in environments characterized by heat or cold, dust, pollen, noise, rain, and snow that may produce weather related conditions at the work site.

Reliable attendance and performance in all climatic and environmental conditions.

Ability to establish and maintain effective working relationships with Department Heads, Town Officials, Fellow Employees, and the General Public.