

## **SNOHOMISH COUNTY JOB DESCRIPTION**

### **MODERATE RISK WASTE FACILITY TECHNICIAN, SR**

Spec No. 3265

#### **BASIC FUNCTION**

To assist in the operation and act as technical staff lead in the County's Moderate Risk Waste (MRW) Facility and to provide technical assistance to businesses and the public with hazardous waste management questions.

#### **STATEMENT OF ESSENTIAL JOB DUTIES**

1. Receives, tracks categorizes, packages, treats, labels, tests and processes MRW received from the general public and qualified commercial generators at the facility. Prepares for safe transport and transports MRW from solid waste transfer stations, rural drop boxes and community drop off sites sponsored by the county.
2. Provides technical assistance to the public and businesses, on the telephone and in person, regarding proper Moderate Risk Waste disposal, waste tracking and the use of less toxic alternative products.
3. Assists other staff assigned to the facility with a wide range of tasks and act as lead in the absence of the moderate risk waste specialist.
4. Inspects drums/skids of waste in storage daily, maintains inventory of all waste in the facility, and facility supplies and personal protective equipment.
5. Assists with the scheduling of waste shipments and preparation of shipping manifests.
6. Assists with hazardous substance spill control, containment and clean up. Works closely with MRW Specialist and/or independently assesses immediate risk to facility staff and others on site, assists with evacuation of the area and helps determine final remediation of impacted areas.
7. Accepts waste from small quantity generators, creates required documentation, and determines hazard designation, assigns profile numbers and conducts research to assure proper packing and labeling of all waste accepted into the facility.
8. Receives payment for disposal services from qualified businesses and records these transactions into an automated system and reconciles cash received on a daily basis.
9. Monitors daily inspection logs, facility inventory reports, cash collection activities and assures that an adequate inventory of supplies and personal protective equipment is available and properly stored.

#### **STATEMENT OF OTHER JOB DUTIES**

10. Provides technical support to Solid Waste Management Division employees, consultants, regulatory agencies and the general public.

## SNOHOMISH COUNTY JOB DESCRIPTION

### MODERATE RISK WASTE FACILITY TECHNICIAN, SR

Spec No. 3265

#### STATEMENT OF OTHER JOB DUTIES (continued)

11. Provides purchase request input and justification as needed; assists with the preparation of bid specifications.
12. Performs routine labor as required.

#### MINIMUM QUALIFICATIONS

Two (2) years of vocational or college level course work in general science, chemistry, algebra, or natural science. Solid waste or hazardous waste experience may be substituted for the required education or training. Six months work experience in a Moderate Risk Waste Facility, which includes responsibility for lab packing, preparation of shipping papers and classification of unlabeled products is required. The candidate must demonstrate the ability to perform the job duties listed for the position and meet all the Minimum, Special Requirements of the MRW Technician position. Must pass job related tests.

#### SPECIAL REQUIREMENTS

A valid Washington State Drivers License.

Pass the annual lung capacity test for wearing a respirator.

A valid First Aid Card with CPR endorsement must be obtained within six (6) months of employment.

A job offer will be conditioned on satisfactory results of a post offer medical examination or inquiry.

#### KNOWLEDGE AND ABILITIES

Knowledge of:

- use of personal computers
- chemical compatibility, hazard classes and their associated risks
- federal/state hazardous waste laws and regulations and the exemption for moderate risk waste
- principles of effective communication and the dissemination of information to the general public and the business community
- Processes for assigning unlabeled hazardous materials, DOT hazard class codes and associating them with the appropriate waste profiles
- Use of a variety of chemical reference manuals for classifying materials according to DOT and facility waste profiles
- Preparation of hazardous waste shipping manifests

## SNOHOMISH COUNTY JOB DESCRIPTION

### MODERATE RISK WASTE FACILITY TECHNICIAN, SR

Spec No. 3265

#### KNOWLEDGE AND ABILITIES (continued)

Ability to:

- work effectively with the general public, the business community and co-workers
- communicate effectively, in person and over the phone
- write routine reports and correspondence
- speak effectively before small groups
- read and interpret documents such as safety rules, operating and maintenance instructions
- apply concepts of basic algebra and geometry, and to calculate figures and quantities such as discounts, interest, percentages and volume
- solve practical problems and deal with a variety of concrete variables in situations where only limited standardization's exists
- interpret a variety of instructions furnished in written, oral, diagram, or schedule form;
- read procedure manuals
- write routine reports and correspondence
- speak effectively before small groups

#### PHYSICAL EFFORT

Adequate vision and hand-eye coordination is required to enter data and retrieve information from a computer and conduct inspections of hazardous materials received. Telephone and in person contact with other county employees, businesses and the public require that the incumbent hear voice communication and respond appropriately. When working at the facility, the incumbent will be working with paints, pesticides, herbicides, cleaning solution, acids, oxidizers, oils, and unknown chemicals which require wearing protective gear, including a respirator. The use of a respirator requires that the incumbent does not have any facial hair such as a beard or mustache which could interfere with proper function of a respirator. The incumbent must be willing to participate in the medical monitoring program adopted for MRW facility staff. The incumbent must be able to carry up to fifty (50) pounds on their own and be able to safely move fifty-five (55) gallon drums weighting up to 400 pounds with a hand cart designed for that purpose. Assigned job duties will require the safe operation of a forklift.

#### SUPERVISION

The employee receives supervision from the Lead (Moderate Risk Specialist) of the section to which assigned. The employees' direct supervisor is the Moderate Risk Waste Facility Supervisor. Assignments are made indicating generally what is to be done, the quantity of work expected and any deadlines which are to be met. The employee carries out recurring assignments as he/she becomes proficient and receives additional specific instructions for new or unusual assignments. The work may be reviewed for completeness and accuracy or the employee may perform tasks which have inherent checks built into the nature of the work.

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### MODERATE RISK WASTE FACILITY TECHNICIAN, SR

Spec No. 3265

#### WORKING CONDITIONS

The majority of the work will be performed at the Moderate Risk Waste Facility. Some duties will require work at other county facilities and/or special event sites and/or community based drop-off sites.

Snohomish County is an Equal Employment Opportunity (EEO) employer.  
Accommodations for individuals with disabilities are provided upon request.

[EEO policy and ADA notice](#)

Class Established: July 1999 as Moderate Risk Waste Technician, Sr.

Revised: November 2000, October 2016

Retitled: May 2011

EEO Category: 3 – Technicians

Pay Grade: 236 – Classified Pay Plan

Workers Comp: 1501 Hazardous