

SNOHOMISH COUNTY JOB DESCRIPTION

TRANSFER STATION OPERATOR

Spec No. 8059

BASIC FUNCTION

Serves as the lead worker responsible for operation and maintenance of a Solid Waste transfer station.

STATEMENT OF ESSENTIAL JOB DUTIES

1. Serves as a lead worker and supervises the work of all on-site employees; advises and assists subordinates as necessary; trains new employees as required.
2. Using team building and leadership skills, effectively communicates with entire station crew, to safely and efficiently process incoming waste and recyclables, and provides efficient and friendly customer service.
3. Ensures that proper maintenance and service is performed at the facility and on all solid waste facility equipment as necessary by checking the work of other employees; may perform minor repairs on equipment in case of breakdown or other equipment malfunction.
4. Enforces County and department policies, safety rules and regulations; monitors customers unloading vehicles and other employees to ensure their safety and that no hazardous wastes are disposed of through the transfer station.
5. Communicates with supervisors and other division staff and is pro-active to identify and report any operational and personnel related problems that the Operator becomes aware of to their duty supervisor immediately.
6. Performs all the duties of a Solid Waste Laborer II & III.

STATEMENT OF OTHER JOB DUTIES

7. Maintains records and supplies as required.
8. Performs related duties as required to optimize recycling and maintain and operate the work site.

MINIMUM QUALIFICATIONS

Four (4) years of experience as a Solid Waste Laborer II or III; OR, any equivalent combination of training and/or experience that provides the required knowledge and abilities including training and/or experience in solid waste, construction, manufacturing, related military work and related Public Works field experience. Must pass an equipment proficiency test to demonstrate the ability to perform the essential job duties. Must pass job related tests.

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SPECIAL REQUIREMENTS

A valid Washington State Driver's License is required for employment.

A valid First Aid/CPR card is required for employment.

Certification from the Solid Waste Division to operate excavators, front-end loaders, yard goats, and forklifts are required for employment.

KNOWLEDGE AND ABILITIES

Knowledge of:

- the potential hazards associated with the work
- transfer site safety, solid waste, recycling and customer rules and procedures
- basic first aid and CPR methods and procedures
- scale automation system
- overall transfer station operations and maintenance procedures

Ability to:

- clearly communicate, both orally and in writing
- supervise the work of subordinate employees
- maintain assigned equipment in good operating condition
- operate all the necessary equipment to safely and efficiently load solid waste and recyclables into containers
- establish and maintain effective working relationships with other County employees, representatives of other agencies and with the general public
- remain composed and professional in stressful situations
- learn basic hydraulics and mechanical systems in order to perform minor repairs on equipment
- perform routine manual labor tasks including heavy lifting
- administer emergency first aid to injured persons
- deal courteously and tactfully with the general public
- communicate, understand and execute complex oral and written instructions
- perform routine manual labor and maintenance tasks, which may include occasional strenuous physical exertion such as lifting objects weighing more than fifty (50) pounds

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SUPERVISION

Employees report to a Solid Waste Operations Supervisor. The work is routine and recurring in nature and is reviewed through on-site inspections and public response. Employees in this class serve as lead worker over all on-site employees.

WORKING CONDITIONS

Work is performed both indoors and outdoors at or outside the gates of solid waste facilities, in all types of weather. The work involves rotating shift assignments and requires that employees work evenings, weekends, holidays and overtime as necessary. The employee must be able to change work locations with little to no prior notice.

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: pre 1980 as Transfer Station Operator
Revised: June 1983, October 1997, March 1998, February 2003, March 2005, January 2012,
June 2014, March 2016-Per AFSCME Contract
EEO Category: 8 – Service and Maintenance Workers
Pay Grade: 906 - Public Works Pay Plan
Workers Comp: 1501 Hazardous