

## SENIOR TRANSFER STATION OPERATOR

DISTINGUISHING FEATURES OF THE CLASS: The work involves the safe and efficient operation of a medium size refuse transfer station. This class differs from that of Transfer Station Operator by virtue of the added responsibility for operation of automotive equipment, additional recordkeeping and supervision of personnel assisting in the operation of the facility. Duties are performed under general direction in accordance with established policies and procedures. Direct supervision is exercised over the work of a Transfer Station Operator. A Senior Transfer Station Operator does related work as required.

### TYPICAL WORK ACTIVITIES:

- Operates loader depositing refuse in containers;
- Directs cars and trucks to unloading area;
- Enforces regulations regarding dumping of prohibited material;
- Instructs users in the proper methods of separating and depositing different recyclable materials in the proper container;
- Records daily volume of refuse received and number of users at station;
- Operates refuse compactor compressing debris deposited by public;
- Supervises the work of a Transfer Station Operator;
- Schedules Transfer Station Operator and maintains record of hours worked;
- Performs daily routine maintenance on equipment;
- Keeps maintenance records on motor equipment and compactors;
- Daily cleans around station picking up loose debris, cans, glass or papers;
- Maintains building and grounds, cleans interior of building, windows, mows grass and removes snow in winter;
- Uses truck to plow snow and haul materials;
- May operate tractor hauling trailers or tanks to transport materials and solid or liquid waste from one area of the Transfer Station to another;
- May change compactor boxes using truck or tractor.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, AND PERSONAL CHARACTERISTICS: Working knowledge of general safe driving practices necessary in the operation of motorized equipment; working knowledge of the principles and operation of vehicle air brake systems; working knowledge of the principles and safe operation of combination vehicles; working knowledge of principles and techniques of safety transporting liquids in tanker vehicles; good knowledge of the safe and efficient operation of refuse compaction equipment; good knowledge of Cattaraugus County Refuse regulations; working knowledge of Department of Environmental Conservation regulations concerned with the operation of a refuse transfer station; skill in the safe and efficient operation of front end loaders and trucks; skill in identifying prohibited refuse; ability to follow oral and written instructions; ability to be firm yet courteous to the public when enforcing Department regulations; ability to maintain equipment and time records; mechanical aptitude; manual dexterity; physical condition sufficient to perform the essential functions of the position.

MINIMUM QUALIFICATIONS: Possession of a Class A Commercial Driver's License (CDL) issued by New York State with endorsements for 1) air brakes, 2) combination vehicles, and 3) tank vehicles.

## CATTARAUGUS COUNTY CIVIL SERVICE COMMISSION

Revised:

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