



**Position:** HHW COLLECTOR / LANDFILL SITE SPOTTER  
**Effective Date:** May 8, 2000 (Rev 3/12)  
**Grade Number:** 8/12 (revised 11/14)

### **GENERAL PURPOSE**

Under general supervision from the Operations Supervisors for Trans-Jordan, collects Household Hazardous Waste from residents, directs and controls vehicles at the landfill, and performs litter control duties.

### **EXAMPLES OF DUTIES**

*Assists in the operation of the Household Hazardous Waste Facility (HHW)*

- Accept wastes, survey customers, sort recyclables, perform waste screening, and segregate waste streams.
- Assists with sorting, bulking, packaging, labeling, manifesting and preparation of materials for transport.
- Insure safety and housekeeping procedures are followed.
- Segregate HHW materials and operate the HHW reuse and material exchange program.
- Inspect waste unloaded on the Public Convenience Center (PCC) for appropriate transfer to the HHW facility.
- Freon Extraction.

*Performs duties as a Landfill Site Spotter*

- Directs and controls the unloading of vehicles to the appropriate burial site in coordination with heavy equipment moving operations.
- Directs traffic in harmony with heavy earthmoving construction.
- Performs random load checks to include keeping daily records.
- Performs visual and verbal inspection/verification of all vehicles to prevent the disposal of hazardous or unauthorized waste; verifies that all Industrial Waste Manifest forms are completed for the disposal of non-hazardous solid waste by industrial companies; instructs public as to the proper disposal of various types of waste material in compliance with local, State, and Federal health laws.
- Enforces landfill safety requirements and procedures.
- Performs daily litter control on the landfill and maintains roads coming from the cities to the landfill.
- Maintains weed control around landfill buildings and fences.
- Collects and disposes of waste, shovels snow, maintains outside sidewalk, and assists in keeping outside premises in an orderly condition.
- Direct operations of the recycling facility.

Performs other duties as assigned.

## MINIMUM QUALIFICATIONS

### Education and Experience

- High School Education or GED and 6 months experience in a field closely related to these duties; **OR**
- Graduation from an accredited college or technical school with an Associate=s degree in hazardous materials management, chemistry, or closely related field.

### Special Requirements

- Must have a valid Utah driver license and remain insurable.
- Must be 18 years of age.

### Necessary Knowledge, Skills, and Abilities

- Knowledge of Household Hazardous Waste Material and some aspects of basic chemistry.
- Ability to communicate effectively verbally and in writing; write reports and keep records in proper formats; correctly identify hazardous materials using supplied resource materials.
- Knowledge of Landfill regulations and procedures; traffic control - flagging; hazardous waste material; knowledge of appropriate safety practices and techniques.
- Ability to perform heavy manual labor; exercise safety procedures - OSHA; follow written and verbal instructions; maintain effective working relationships with other departments, employees and the general public; make decisions based on brief visual observations.

### Working Conditions

- This position may include frequent lifting up to 25 lbs, occasional lifting up to 50 lbs and carry 25 lbs up to 100 feet. This position requires that the person stand continuously and sit or walk with bending, stooping, squatting, twisting, reaching, and working on irregular surfaces. There is frequent exposure to disagreeable elements such as dusts and odors. Environmental conditions include winter and summer weather conditions (heat, cold, dampness, wind) and other elements inherent to a landfill.
- Essential Functions of the Job