



# Employment Opportunity

## Kittitas County, Washington

**POSTED: 4/27/16**

**CLOSES: 5/11/16**

### COMPOST FACILITY OPERATOR

The current vacancy in the Solid Waste Department is a full-time, non-exempt, benefited, road union (Local 792) position expected to begin as soon as possible. Anyone who meets the qualifications stated below may apply.

**WAGE:** \$22.06 per hour

#### ESSENTIAL FUNCTIONS:

**60% Operation of equipment for Compost Facility operations not limited to: tankers, dozers, scrapers, loaders, mobile compost mixers, excavators, windrow turner, and trammel screen. Perform minor mechanical maintenance and repairs on the above listed equipment.**

- Inspect incoming feedstock and screen for any prohibited items.
- Grind incoming yard debris and mix the waste to meet the proper C:N ratio when building a windrow using a mobile compost mixer, loader, or other equipment.
- Operate tractor/loader with creeper gear to pull the compost turner with water tank.
- Turn windrows every three days.
- Operate water tanker or other watering system for dust control and to maintain optimum moisture in the compost windrows.
- Operate Loader to move finish compost to curing pile.
- Operate trammel screen to screen cured compost before placing in finished pile ready for the public.
- Operate plow for snow removal, may act as primary snow team member operating snow blowers, snow plows, brooms, and blades.
- Remove contaminants from incoming feedstock, composting rows, and finished compost.
- Schedule and/or perform general maintenance to equipment and site.
- Perform weekly inspections of equipment and site.
- Keep records all equipment and site maintenance.
- Maintain grounds around compost facility free of litter and weeds.
- Ensure adherence to safe work practices and procedures.
- Maintain effective communications with office staff and supervisor.

#### 10% Lab

- Collect samples of compost for Laboratory testing and perform on site test and prepare samples to send certified labs for additional testing while following strict protocols for testing.
- Perform Solvita Testing on each row.
- Perform Bioassays as needed or directed
- Create tracking log for reporting scientific findings, audit and archive data as necessary.
- Perform various scientific tests including temperature moisture and oxygen levels on a regular daily and ongoing basis.
- Calculate bulk densities of final products for sale weights.

**5% Ryegrass Facility**

- Operate Dozer to compact and cover material in accordance with the Limited Purpose Landfill operations plan.
- Operate dump truck or other equipment for projects as needed.
- Check levels on lagoons and perform maintenance as needed.

**10% Act as point of contact to general public in a customer service capacity set forth by the Solid Waste Director**

- Work with HHW Supervisor to create and implement community outreach programs and track to ensure best use of resources.
- Give guided tours of facility and be available to answer questions on an ongoing basis to general public.
- Act in capacity of ambassador to public to ensure the support and longevity of program.
- Inform public of acceptable and unacceptable items.

**10% Administrative**

- Maintain and order facility and testing supplies.
- Track and generate reports related to the operations plan of the facility.
- Create, implement and maintain file system including purging and archival.

**5% OTHER FUNCTIONS:**

- Fill in as needed at the Scale House which will include handling cash and operating a till with direct public contact.
- Assist with MRW appointments.
- Maintain oil/antifreeze tanks at office and remote sites as needed.
- Collect batteries from participating businesses as needed.
- Assist with the reclaiming of CFC's & HCFC's.
- During slow time in the winter months may assist other departments with projects and snow removal.

*This job description is a summary of the primary functions and expectations for this position. Additional department- related duties may be assigned as required.*

**MINIMUM QUALIFICATIONS:**

- High school diploma or GED equivalent.
- At least one (1) year experience operating heavy equipment.
- Additional education, experience or training may be considered in lieu of some minimum qualifications above.
- Valid Washington State Driver's License with current Class A CDL endorsement.
- Valid First Aid/CPR Certification at time of hire.

**REQUIRED KNOWLEDGE/SKILLS/ABILITIES:**

- Must have compost facility operator certification or be able to obtain within first six (6) months of employment, or as soon as available through certified training facilities.
- Must be able to do basic math and possess basic computer skills.
- Experience operating a bulldozer, frontend loader, excavator and tractor.
- Excellent communication and customer service skills.

**PREFERRED QUALIFICATIONS:**

- Experience in solid waste, compost, or disposal operations.

**WORKING CONDITIONS:**

Work is performed in both indoor and outdoor environments, with exposure to a variety of weather conditions, including temperature extremes, windy/dusty, and wet/humid conditions. The Operator occasionally works near moving mechanical parts and vibration. The noise level is usually loud in the field and moderately quiet in the office. Must be physically capable of moving around the compost site, entering/exiting equipment, and working in a particle-rich, composting environment. Ability to sit, walk, climb, stoop, kneel, crouch, crawl, stand; reach, push, pull with arms and legs; and grasp with hands/fingers. Must have ability to lift or move up to 50 lbs and occasionally higher with assistance. Must have close, distance, color, peripheral vision, depth perception, and the ability to adjust focus; must have sufficient hearing to safely perform the functions of the position, and be able to clearly communicate in person, by phone, and/or by radio.

The work schedule is full time, 40 hours per week, and requires the ability to work a rotating schedule. Regular attendance, punctuality, and a positive attitude are required.

Travel throughout the county and the local region is required; must be able to safely operate a motor vehicle in all weather conditions and levels of daylight.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**APPLICATION PROCESS:**

Applicants must apply online using the electronic recruitment portal. Completed applications must be submitted to Human Resources by **5:00 PM** on the closing date.

The following items are required:

1. Kittitas County Employment Application
2. Resume
3. Letter of Interest
4. One (1) professional reference and Two (2) personal references
5. Supplemental Exam Questions

**Please note: All applications must be submitted online; paper copies will not be accepted.**

**Supplemental Questions:**

- (1) Do you currently have a valid Washington State Driver's License WITH a class A CDL endorsement?
- (2) Please describe the types of equipment you have operated and the duration.