

**SAN JUAN COUNTY LANDFILL DEPARTMENT
CLASS SPECIFICATION**

TITLE: Transfer Station Attendant **GRADE: 1**
STEP: 1
DEPARTMENT: Landfill **SAFETY SENSITIVE POSITION**
NON-EXEMPT POSITION

GENERAL PURPOSE

Support the Landfill Waste Facility Worker with the manual operations of the San Juan County Transfer Station in Bluff and Mexican Hat. This includes weighing of vehicles, cleaning the office and surrounding area.

SUPERVISION RECEIVED:

Works under the supervision of the Waste Facility Worker, Landfill Manager and the County Administrator.

EXAMPLE OF DUTIES:

1. Open and close Bluff and Mexican Hat Transfer Stations.
2. Weigh trucks and determine and accept allowable waste.
3. Will maintain transfer stations in clean condition, will provide hand pickup of trash that has blown from the area or trucks in and outside of the transfer station.
4. Accept payments and keep accurate records and make deposits.
5. Keep in contact with the County Landfill for pickup scheduling.
6. May provide assistance in developing a recycling program with local communities.
7. Performs all duties with regard for personal safety, that of other employees and the general public.

MINIMUM REQUIREMENTS:

1. Must be bondable.
2. Ability to understand and carry out instructions relative to job assignments.
3. Ability to act independently.
4. Ability to relate with co-workers and supervisors. Also, establish and maintain effective communication with the general public.
5. Must be able to walk, bend, reach, push, pull, stoop, sit and squat, as well as grasp, lift 75 pounds to the waist and 42 pounds over the head when loading and unloading.
6. Must have full range of movement in both hands, arms and legs.
7. Must be a High School Graduate or equivalent.
8. Must have a current Utah Driver License with good driving record

MUST BE ABLE TO PASS:

Physical examination (county expense)
Landfill Operations training
Defensive Driving Course

WORKING CONDITIONS:

Strenuous physical work. Continuous work with medium to heavy weights with frequent pushing, pulling, stooping, sitting, squatting or lifting of heavy weights for extended periods of the day. Continuous or intense exposure to dust, fumes, dampness, cold, heat, oils and grease, pollens and organic materials. Exposure to all types of outside weather conditions.