

SOUTH CENTRAL SOLID WASTE AUTHORITY
invites applications for the position of:
Transfer Station Attendant
Chaparral Collection Center
An Equal Opportunity Employer
Regular Full-Time

Position located at the Chaparral Transfer Station, 180 McCombs, Chaparral, NM

SALARY RANGE: **\$ 11.5420 / per hour**

OPENING DATE: **Friday, April 23, 2021**

CLOSING DATE: **Monday, May 10, 2021; 11:59 pm**

Regular attendance is an essential function of this job to ensure continuity of services.

NATURE OF WORK:

Full time, regular non-exempt position which monitors, inspects, and facilitates the safe delivery and disposal of solid waste and recyclable materials at the assigned transfer station.

DUTIES AND RESPONSIBILITIES:

Position involves competing demands, performing multiple tasks and may require frequent work beyond normal business hours, occasional overtime, including nights, weekends, and holidays. Regular attendance is an essential function of this job to ensure continuity of services, safety to customers and staff and efficient operations. The position is subject to drug testing in accordance with applicable State and Federal regulations and South Central Solid Waste (SCSWA) policies.

Environmental Factors: Essential duties are performed primarily outdoors under various weather conditions. The employee is exposed to precarious situations, fumes, and airborne particles, potentially toxic and/or caustic chemicals, and extreme temperatures. The noise level in the work environment may be extremely loud when working alongside the heavy equipment and other hydraulic driven equipment.

Additional Functions/Tasks:

- Directs safe traffic flow of all vehicles entering/exiting the transfer station to the proper area to unload.
- Assures that refuse remains in the area, preventing litter and enforcing SCSWA policies on salvaging.
- Performs vehicle load inspections and monitors incoming loads for unacceptable/prohibited materials.
- Maintains cleanliness of the full site property, surrounding areas and immediate work area free of debris.
- Picks up windblown litter and performs perimeter clean ups and offsite litter control.
- Assists in the curbside collections operations in Sunland Park as directed by management.
- May be required to assist in maintaining and operating equipment in the absence of the regular operators.
- Responsible for knowing and abiding by all SCSWA policies and procedures.
- Performs other duties as assigned.

WORK SITUATION FACTORS:

While performing the duties of this job, the employee must be able to communicate effectively both orally and in writing with a customer base that is bilingual in English and Spanish. The employee must be able to operate transfer station equipment, including light duty to heavy duty commuter vehicles and must be able to move about the work environment. The employee must have the ability to frequently move or re-position up to 50 pounds of material or objects, occasionally up to 180 pounds with supportive devices or equipment.

MINIMUM QUALIFICATIONS:

Prefer high school diploma or equivalent. One (1) year of full-time experience performing manual labor or related duties. Bilingual (English/Spanish) experience is preferred. A combination of education, experience, and training may be applied in accordance with South Central Solid Waste Authority (SCSWA) policy.

LICENSES AND/OR CERTIFICATIONS:

Valid Class D driver's license will be required in order to perform duties related to operating light/heavy duty commuter vehicles. The position requires an acceptable driving record in accordance with SCSWA policies.

KNOWLEDGE, SKILLS, AND ABILITIES:

Must have general knowledge of laws, regulations and ordinances affecting the environmental processes; and methods to maintain accurate records. Must have skills in safely operating equipment and two-way radio operation and protocol. Must have the ability to interact diplomatically with public in order to assure compliance with regulations, establish and maintain effective and cooperative working relationship with others.

An application may be obtained online at <https://scswa.net/jobs/>. A resume may not be substituted or accepted in place of the application.

It is policy to provide reasonable accommodations for qualified persons with disabilities who are employees or applicants for employment. If you need assistance or accommodation to interview and/or test because of a disability, please contact SCSWA at 575-528-3584.

TRANSFER STATION ATTENDANT SUPPLEMENTAL QUESTIONNAIRE

Required Questions – Include with Application

1. I understand and accept that the position I am applying for is with the South Central Solid Waste Authority (SCSWA) and not the City of Las Cruces. If hired, I will be a SCSWA employee and not a City of Las Cruces employee.
 Yes No
2. Are you a current South Central Solid Waste Authority employee? (If you fail to include this information under the work experience section of the application, you may be disqualified from the selection process.)
 Yes No
3. Do you meet the minimum requirement of one (1) year fulltime experience performing laborer or related duties? (If you state yes and fail to include this information under the work experience section of the application, you may be disqualified from the selection process.)
 Yes No
4. Do you have a high school diploma or equivalent (GED)?
 Yes No
5. Do you have a valid driver's license?
 Yes No
6. Are you related by blood, adoption, domestic partnership, or marriage to any current employee of the South Central Solid Waste Authority?
 Yes No

7. List all relatives by blood, adoption, domestic partnership, or marriage working for South Central Solid Waste Authority and where they work. If none, please indicate "N/A" in the space provided.

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