

Landfill Operations Assistant

Job Title: Landfill Operations Assistant

Department: Landfill

Address: Mile 257.2 Richardson Highway

Job Type: Full Time/ 40hrs per week

Hours: Tuesday-Saturday 8:30am- 5:30pm

Wage: \$17.15-\$22.71 DOE

Job Summary

We are seeking a detail-oriented Landfill Operations Assistant to join our team. The ideal candidate must have experience operating and maintaining one or more pieces of equipment such as large tractors, transport, dump truck, skid loader, dozer, or grader. The Landfill Operations Assistant will collaborate with other city staff and the public for large projects and contribute to the overall success of the city. The candidate must be available Tuesday through Saturday with some evenings and weekends depending on the needs of the city.

Key Responsibilities

1. Operation of heavy equipment:

- Including but not limited to operation of front-end loader to do daily work, to include moving dumpsters, covering waste material, and screening gravel to make cover material.
- Coordinate with other city employees for larger projects.

2. Operation and maintenance of city equipment:

- Including but not limited to preventative maintenance and light repair of city equipment including changing fluids, filters, greasing equipment, etc. and basic problem analysis.
- Fill out proper forms to get quotes for repair and maintenance items.

3. Operation of solid waste facility:

- Operating under Alaska Dept of Environmental Conservation (ADEC) permit. Including but not limited to landfill cleanup, brush trimming, assisting landfill equipment operator with equipment maintenance or projects.

4. Other duties that may be assigned:

- Including but not limited to trash pickup, basic plumbing, maintenance, training, and custodial skills to keep landfill shop neat and tidy and help at the scale house.

Qualifications

- Must have a valid Alaska Driver's License.
- Must be able to pass employment drug/alcohol and background test.
- Education: High school diploma required. Must be able to read, write, and follow verbal instructions. Must acquire HAZWOPER certification and take SWANA certification within two months of hire.
- Experience: Two years' experience working in one or more of the specific knowledge areas listed under Key Responsibilities or such alternatives to the above qualifications that the City Council and staff find acceptable.
- Must have the ability to work independently, without supervision. Must be a self-starter, not requiring specific direction to complete job assignment to analyze and situation and take workable action using logic and efficiency.
- Must have safe work habits, full physical mobility, ability to lift heavy objects (minimum 50lbs), and be able to shovel snow, gravel, and dirt. The city will provide \$250 annually for PPE.

- Must have knowledge of tools, materials, methods and practices in general maintenance equipment.
- Must be able to maintain working relationships with supervisors (city administrator and mayor), co-workers (landfill operator, scale house operator, city equipment operator, and city maintenance technician), and the public.

Benefits

- Competitive salary
- Health insurance
- Paid leave and holiday pay
- Retirement plan
- Flexible work schedule

How to Apply

Please submit your resume, cover letter, and any relevant documents to **City of Delta Junction** at **2288 Deborah Street, PO Box 229, Delta Junction, AK 99737** or email city@deltajunction.us include "Landfill Operations Assistant" in the subject line.

We encourage candidates from all backgrounds to apply.