



Human Resource Division

Eileen J. Sedillo
Human Resource Director

Chris A. Najar
Chairman - District 5

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Vice-Chair - District 2

Rock G. Ulibarri
Commissioner - District 1

Arthur J. Padilla
Commissioner - District 3

Maria L. Martinez
Commissioner - District 4

Vidal Martinez, Ed. D.
County Manager

SAN MIGUEL COUNTY EMPLOYMENT OPPORTUNITY

San Miguel County is accepting applications for the position of Solid Waste Driver Operator. The primary duty of this position is driving large trucks with trailers. This position also involves manual labor in the collection, transportation and storage of garbage, refuse, trash, driving a truck and operation of its devices for collection and transport of solid waste bins from the County's various Convenience Centers, transfer sites and bin sites to the temporary holding site, assists co-workers and performs other related work as required or assigned. Must have a High School Diploma or G.E.D. Must possess valid Commercial Driver's License a Class A Commercial Driver's License is preferred. This position is under the supervision of the Public Service Operations Supervisor and Transportation Foreman.



PUBLIC SERVICE OPERATIONS DIVISION RANGE II

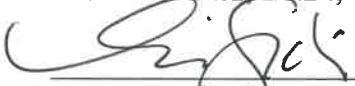
SALARY RANGE:

\$22,000.00 - \$28,000.00

Deadline for applications is Friday, October 5, 2018 at 3:00 p.m. Applications and a detailed job description may be picked up from the San Miguel County Human Resource Office located at 500 West National, Suite 202. You may also obtain an application and a job description by logging on to San Miguel County's Web Site at www.co.sanmiguel.nm.us San Miguel County is an Equal Opportunity and Affirmative Action Employer. The County reserves the right to reject any and all applications.


Vidal Martinez, Ed.D., County Manager

9/24/18
Date


Eileen Sedillo, Human Resource Supervisor

9.24.18
Date

Published: _____, 2018

Administration Complex - 500 W. National Ave., Suite 202 - Las Vegas, New Mexico 87701
(505) 425-1557 phone (505) 426-3086 fax eileent@co.sanmiguel.nm.us

**SAN MIGUEL COUNTY
SOLID WASTE DIVISION
JOB DESCRIPTION**

SOLID WASTE DRIVER/OPERATOR

DEFINITION:

The Solid Waste Driver/Operator performs duties and assignments under the direction and supervision of the County Solid Waste Director and/or Solid Waste Field Foreman. The position involves manual labor in the collection, transportation and storage of garbage, refuse, trash, white goods, etc.; driving a truck and operation of its devices for collection and transport of solid waste bins from the County's various convenience centers, transfer sites and bin sites to the temporary holding site. Work is performed under the direction of a supervisor and is reviewed through both inspection by the supervisor and customer comments.

GENERAL:

Drives and operates trucks that haul 30 and 40 cubic yard solid waste bins and solid waste compactor bins. G.V.W. 30,000 lbs. or greater. Insures bins are inspected for fullness, mechanically loads bins on truck, covers bins with tarping system and transports to the designated holding/transfer facility. Monitors bins and bin sites and reports condition to supervisor; assists Collector/Maintenance Workers with clean up of bins sites when necessary and as directed by the Solid Waste Director and/or Field Foreman.

EXAMPLES OF WORK PERFORMED:

- drives to and from various convenience centers, transfer sites and bin sites to pick up solid waste bins and replace with empty bins;
- transports full bins to the designated holding/transfer facility;
- picks up white goods and metals from the various sites and transfers to designated disposal location;
- maintains daily logs of work performed at each site and submits same to the Solid Waste Office;
- performs daily maintenance checks on assigned vehicle and maintains records of said inspections and maintenance;

SW DRIVER/OPERATOR

Page 2

- performs minor maintenance required which includes but is not limited to general maintenance at the end of the day such as cleaning, lubrication, checking fluid levels, wiring; examines under vehicle for leaks, loose cable, ruptures in gas tank, hydraulic tanks, engine oil encasement;
- washes the interior and exterior of the truck as necessary;
- assists co-workers and performs other related work as required or assigned;

QUALIFICATIONS:

Must have a High School Diploma or G.E.D. equivalent; knowledge and experience in related field or similar public service area.

Must possess a valid New Mexico Commercial Drivers License (CDL) and maintain a good driving record. Must be insurable through the County's insurance carrier; must have knowledge of New Mexico Traffic Regulations.

OTHER REQUIREMENTS:

Experience in performing heavy manual work;

Must be knowledgeable of all types of mechanical maintenance and upkeep equipment for service vehicles and solid waste trucks and must have full knowledge of the operation devices in the solid waste transport truck;

Must have knowledge of the occupational hazards involved and the safety precautions of the work;

Must be knowledgeable of the location of the County's convenience centers, transfer sites and bin sites;

Must be able to read and write; must have the ability to understand and follow oral or written instructions;

Ability to establish and maintain effective working relationships with supervisors and other employees and be able to deal with the public in a pleasant, courteous and tactful manner.

SW DRIVER/OPERATOR

Page 3

Ability to perform heavy manual work under variable weather conditions and operate various handtools

PHYSICAL REQUIREMENTS:

Mobility Factor:

Walk 33%, climb steps 5%

Primary Work Position: Stand 20%, site 80%

Specific Movements:

Trunk: Bends frequently;

Arms: Reaches, extends to vehicle/equipment compartment and/or dash boards; carries objects 25 to 100 lbs. and over, (solid waste, bulky items, white goods, occasionally;

Legs: Bends, squats, walks and kneels;

Hands: Gross dexterity, occasionally; grasp/manipulate, frequent; speed required, often; bilateral coordination, frequent; continuous eye/hand coordination.

JOB DESCRIPTION APPROVED BY THE BOARD OF COUNTY COMMISSIONERS ON: _____.



COUNTY MANAGER

7-26-99
DATE



HUMAN RESOURCE SUPVR.

7-10-99
DATE

EMPLOYEE

DATE