



Poweshiek Transfer Station Driver/Equipment Operator

General:

The South Central Iowa Solid Waste Agency (SCISWA) is a four-county regional government responsible for solid waste management, including disposal, in Lucas, Marion, Monroe, and Poweshiek counties. SCISWA has owned and operated a landfill in eastern Marion County since 1994 and the Poweshiek Transfer Station north of Malcom since 2004.

Hours:

The Transfer Station is open to the public 7:30 a.m. to 3:30 p.m. Monday through Friday and 8 a.m. to 11:30 a.m. on Saturdays.

The Driver/Operator will typically work an eight (8)-hour day during the week and some Saturdays. Some overtime work may be required. Flexibility in working hours is required.

Transfer Station Operations:

Overview

The Poweshiek Transfer Station is staffed by four full-time equipment operators and two part-time scale clerks. Each full-time equipment operator will routinely be assigned to and expected to complete the duties of any of the PTS work stations, as well as other SCISWA duties assigned as needed.

Tasks Including But Not Limited To

Oversee customer unloading activities, including directing customers to appropriate unloading areas for recoverable items; to the tipping floor for waste materials; and segregating unacceptable materials.

Operate mechanical and hand equipment as needed to load materials into the transfer trailers and prepare the trailers for transfer.

Transport waste in SCISWA transfer equipment (semi with wet kit and live-bottom trailers) to the Landfill and follow established weighing/loading procedures.

Transport leachate or wash water in SCISWA equipment (semi with tanker) to a designated treatment plant.

Routine cleaning and maintenance of all equipment, including but not limited to tractors, loaders, transfer trucks and trailers, as well as identification of equipment issues requiring more specialized services. Identify need for basic maintenance and repairs and complete as able. Coordinate maintenance and repair efforts from third-party providers as directed.

Participate with other Transfer Station staff in the completion of station, scale house, and site maintenance efforts including sweeping/washing, organizing, mowing, snow removal, litter collection and other activities needed to maintain an aesthetic operation.

As needed to support ongoing operations, operate office machines, including but not limited to, the scale, computer, and printer to weigh loads in and out and calculate customer fees. Collect fees or enter charges as appropriate.

Prepare and make daily deposits at SCISWA's designated financial institution(s).

Act as a SCISWA representative with customers, service providers, staff, and others. Doing so will require the individual to become familiar with SCISWA's services as well as those available through other providers working within the Agency service area.

Become familiar with and help achieve compliance with state, federal, local, and solid waste regulations.

Become certified in hazardous waste handler operations, collections, and proper storage/packaging. Participate in other SCISWA efforts such as household hazardous waste collection events within the service area, as assigned.

Other duties as assigned.

Skills/Abilities/Traits:

Essential

Must hold valid Class A CDL and provide copy of certified driving record with application.

Three or more years experience operating tractor-trailer combinations and/or heavy equipment.

Must pass drug test and physical upon employment and random drug screening thereafter.

Ability to interact well with the public, haulers, staff, and Board members.

Ability to read and complete basic mathematical calculations, including counting change.

Ability to work accurately and effectively under pressure.

Preferred

Classroom training and practical experience with maintenance of semi-tractors and trailers, loaders, or heavy equipment.

Experience working in a waste transfer station or landfill.

Computer operation experience.

Scale and/or retail operations experience.

Ability to become certified (via Department of Natural Resources or other certification programs) for Transfer Station operations.

Pay and Benefits:

Starting pay depending on experience and qualifications.

Mandatory participation in Iowa Public Employment Retirement System (IPERS) with additional employer contribution.

SCISWA provides full-time employees with health insurance options via Wellmark Blue Cross Blue Shield. The contributions of SCISWA and the employee are set annually according to the available options and the plan chosen.

Life insurance of one times annual salary and \$5,000 per dependent. Additional life insurance available upon request at employee expense.

Vacation – five days after one year; ten days after two years.

Other – ten paid holidays per year.



South Central Iowa Solid Waste Agency
1736 Highway T-17
Tracy, IA 50256
(641) 828-8545

Employment Application

Applicant Information

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Phone: _____ Email _____

Date Available: _____ Social Security No.: _____ Desired Salary: \$ _____

Position Applied for: _____

Are you a citizen of the United States? YES NO If no, are you authorized to work in the U.S.? YES NO

Have you ever worked for this company? YES NO If yes, when? _____

Do you possess a valid Commercial Driver's License? YES NO License Number _____ State _____
Class _____ Endorsements _____
Expiration: _____

Have you ever been convicted of a felony? YES NO If yes, explain: _____

Education

High School: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Diploma: _____

College: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

Other: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

References

Please list three professional references.

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Previous Employment

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary:\$ _____ Ending Salary:\$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary:\$ _____ Ending Salary:\$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary:\$ _____ Ending Salary:\$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Military Service

Branch: _____ From: _____ To: _____

Rank at Discharge: _____ Type of Discharge: _____

If other than honorable, explain: _____

Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature: _____ Date: _____