



# SOLID WASTE AGENCY OF NORTHWEST NEBRASKA

## JOB OPENING ANNOUNCEMENT COMMUNITY SITE OPERATOR PART-TIME POSITION

Great part-time employment opportunity in Northwest Nebraska. Have you been looking for a way to contribute to the efforts of serving residents and entities in our service area of Northwest Nebraska. SWANN, an *Essential Service Organization*, has an opportunity for Community Site Operator with the Agency facilities located in Hay Springs, Nebraska. *Position open until filled.*

### Job Description:

- Position is responsible for performing a variety of unskilled and semi-skilled work, and provides proper access control, separation and disposal of solid waste at designated Agency community site.

### Essential Functions:

- Assist customers with proper separation of materials, and proper disposal of appliances, tires, waste oil, yard waste, and other disposal and/or recyclable material as required
- The community site operator will have a thorough understanding of operating procedures established by the Agency concerning proper separation and disposal of acceptable materials at each site.
- Understands, requirements and collects/submits collected fees (checks preferred) and scale tickets, as established by the Agency ensuring that chargeable materials are paid for
- Responsible for litter control and clean-up as well as keeping signage and designated painted areas in good condition.
- Will keep the Operations Director informed as to the status of collection containers. Informs Operations Director of burn pit status and conducts burns as prescribed by the Operations Director.
- Opens and closes community sites at the proper specified time.
- The operator will screen incoming loads/refuse prohibited items as required and maintain required records.
- Performs all duties in conformance to appropriate safety and security standards and advises/informs the Operations Director as to any safety matter requiring attention.
- Any other duties assigned.

### Qualifications:

- ✓ Graduation from high school education or GED equivalent and any combination of education and experience.
- ✓ Experience in solid waste industry helpful, but can be substituted for experience working with equipment, field operations and technical compliance issues.
- ✓ Valid Nebraska driver's license.
- ✓ Skill in operation of the provided tools and equipment (i.e. two-wheeled cart, common hand & power tools).
- ✓ Ability to work in inclement weather environments.
- ✓ Ability to accurately screen in-coming waste; ability to establish effective working relationships with other employees, supervisor and the general public.

### Job Pay/Benefits:

- Non-exempt part-time position.
- Part-Time 15-30 hours weekly (typically)
- Starting pay rate: \$13.50
- Holidays- seven primary holidays, w/birthday [total of 8 days]. Supplemental Benefits opt. Vision, Dental

**How to Apply:** For more information and application process, contact SWANN HR Office by calling 308-432-4245 or email: [swann.hr42@gmail.com](mailto:swann.hr42@gmail.com) for steps in applying for the position as is described.

**Disclaimer:** This job description is not intended to be an exhaustive list of all responsibilities, activities, skills, requirements, working conditions etcetera, associated with performing the job. While this is intended to be an accurate reflection of the current job, management reserves the right to revise or require new/different tasks, duties, responsibilities and activities be performed as assigned at any time with or without notice.