

MAINTENANCE OPERATOR

Department: Maintenance	Location: Maintenance Facility
Grade: 6	Date: 4/2024

DEFINITION:

Skilled technical and manual work in grounds keeping and maintenance of all District facilities; and skilled technical and manual operation of heavy vehicles and equipment, including skid steers and front-end loaders.

DISTINGUISHING CHARACTERISTICS:

Responsible for upkeep of District facilities, buildings, and maintenance. Responsible for providing timely service in consolidation and transportation of selected special wastes from various facilities. Operates food scraps transport trucks, providing timely service in maintaining operating capacity of District facilities. Performs duties requiring judgment of transporting containers and/or materials from various sites throughout the District.

SUPERVISORY CHARACTERISTICS:

Works under the general supervision of the Maintenance Supervisor and the Roll-Off Truck Supervisor with independent performance of routine work.

EXAMPLES OF WORK PERFORMED:

Maintenance Operator

- Provides routine maintenance to District rental properties when requested.
- Responsible for the consolidation and transportation of selected special wastes from various facilities.
- Ability to perform various maintenance duties including basic knowledge of electrical, plumbing and carpentry skills.
- Ability to paint, mow, plow snow, landscape and operate a chain saw.

Food Scraps Driver

- Checks vehicles and equipment for proper operation and regularly performs all prescribed maintenance such as lubrication, checks oil, coolant, and tire pressure.
- Identifies and reports problems to Maintenance Supervisor for corrective action.
- Maintains daily record keeping system. Track mileage, hours, and contents for each pull at each site.
- Maintains vehicle and equipment maintenance logbooks. Ensures that equipment is serviced on a periodic basis.
- Responsible for providing courier service of paperwork and supplies to and from all District facilities.

General

- Performs other duties as assigned.

Errors could result in monetary loss to the District; confusion and delay; and a decreased level of services.

Ability to support the District mission to reduce and manage the solid waste generated within Chittenden County in an environmentally sound, efficient, effective, and economical manner.

Demonstrates District values to work safely, encourage innovation, support & inspire, communicate openly & effectively, be transparent with activities and policies, demonstrate integrity, deliver results, and be respectful.

ESSENTIAL DUTIES:

Maneuvers food scraps trucks into loading position, raises frame, fasten cable/hook to container box and moves levers to engage cable to raise and lower boxes onto truck bed.

Transports roll-off and food scraps containers to disposal/recycling facilities and empties containers.

Frequently lifts more than 50 lbs.

Ability to manage collected materials according to state and federal regulations and District policies and procedures.

Ability to function under pressure and meet deadlines while maintaining a cheerful and helpful attitude.

WORKING CONDITIONS:

The majority of work is performed outdoors in all weather conditions.

Duties require frequent moderate physical effort in carrying, lifting, or moving bulky materials or equipment, or walking or standing all the time with occasional heavy physical effort in pulling, pushing, or lifting.

Somewhat undesirable working conditions with frequent exposure to unpleasant elements and risk of minor injury from working with heavy materials.

Operates large, complex equipment with minor consequences of losses due to waste of materials, damage to equipment, personal injury, or delays.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:

Ability to operate heavy equipment.

Working knowledge of maintenance on vehicles.

Ability to follow safe driving and safe working procedures. Safety is a top priority and should always work in a safe manner.

Requires contact with others within the district and must be able to work harmoniously in a courteous and tactful manner.

Ability to work independently.

Required to read and adhere to District personnel and safety policies and procedures and other facility documents.

RECOMMENDED QUALIFICATIONS:

A State of Vermont "Class B" Commercial Driver's License is a plus but not required.

Minimum of two years general maintenance experience

Understanding of diesel-powered engines and hydraulic operations is a plus.

High School graduate or GED.

One year of customer service experience preferred.

Eight-hour Hazardous Waste Operator Certification. (Can be provided upon employment)

Disclaimer: The above information is intended to describe the general nature of this position and is not to be considered a complete statement of duties, responsibilities, and requirements.

EMPLOYEE ACKNOWLEDGEMENT

I acknowledge that I have received this job description; understand the job for which I am assigned and can perform all of the essential functions of this job with or without reasonable accommodations.

Name: _____
Print

Signature: _____ Date: _____