



## **REDCLIFF CYPRESS WASTE MANAGEMENT AUTHORITY POSITION DESCRIPTION**

Date: December 11, 2018

**Job Title: Landfill Equipment Operator**

Permanent / Full Time

Wage Classification: Public Services Operator 2

**Work Environment**

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- Day to day operation and maintenance of the Redcliff Cypress Regional Landfill as per the regulations established by the Alberta Environment and Parks
- Work environment will be in the field.
- May be required to work non-traditional hours (evenings, weekends and some holidays)

**Core Function:**

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This is a union position working with the landfill team. The position is responsible for:

1. Operates various equipment and perform physical labour associated with the day to day operation of the Landfill as per the Code of Practice for Landfills established by Alberta Environmental Protection as well as the procedures established by the Town of Redcliff.
2. Responsible for the maintenance of all machinery, equipment, facilities, and properties associated with the Landfill. Duties will include compaction and burial of refuse, coordinating and monitoring deliveries, litter control, soils management, operation of garbage and roll off trucks, and facility and equipment maintenance.
3. Ensures garbage collection requirements are maintained at various transfer sites
4. Ensures that a positive public image is portrayed to the public indicating the municipality's commitment to excellence in service for the customers of landfill, the Town of Redcliff, and Cypress County
5. Responsible for ensuring adequate on-site safety procedures, policies, and regulations are practiced as they pertain to operations of the landfill.
6. Responsible for ensuring the approval to operate terms are always maintained and achieved.
7. Performs other related duties as assigned by the Landfill Supervisor, Municipal Supervisor, or Public Services Director.

**Organizational Relationships:**

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1. Reports directly to and works under the direction of Landfill Supervisor, Municipal Supervisor, and Public Services Director
2. Maintains a close liaison with Town of Redcliff staff in other departments.
3. Develops and maintains external relationships and contacts with:
  - a. Commercial Customers,
  - b. Various Government Agencies,
  - c. Municipal clients, and
  - d. Contractors
  - e. Material Suppliers, and;
  - f. The general public.



## Qualifications:

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1. Must hold an active landfill operator certificate, or be willing to obtain certification through Alberta Environment and Parks as a Certified Landfill Operator within one (1) year.
2. Minimum Grade 12 education.
3. Must currently possess, or have the ability to obtain a valid Class 3 Alberta Driver's License with air brake endorsement.
4. Must have minimum of 3 years' experience in civil earthworks construction, road construction, equipment operation, and/or landfill operations.
5. Be willing to obtain certification, if required, through Alberta Environment and Parks as a Certified Compost Operator within one (1) year.
6. Must be able to demonstrate satisfactory ability to operate a variety of equipment that is utilized in a landfill operations environment.
7. Has worked independently and unsupervised, shows self-motivation, and to demonstrate sound judgment and decision making abilities. Is able to make sound decisions by using rational and logical judgment that reflects an understanding of the consequences of decisions.
8. Must be willing and able to upgrade skills as necessary to meet the changing needs of the position.
9. Must be in good physical condition and may be required to successfully perform a physical ability test.
10. Demonstrates an ongoing willingness to learn, adapt and grow.
11. Is able to work independently and as part of a team.
12. Is able to take initiative to identify and resolve problems.
13. Is able to manage time effectively, does not get stressed in tense situation, and to work within tight time frames to ensure operations on the landfill face are not affected.
14. Has demonstrated skill in the use of PC based business software including Microsoft Outlook, Word, Power Point and Excel.
15. Acceptable Drivers Abstract.
16. Acceptable Criminal Records Check.

If you are interested in this challenging, rewarding position please mail an application in the form of a cover letter and resume, in confidence, marked "Landfill Equipment Operator" to:

Town of Redcliff  
Attn: Human Resources  
Box 40  
Redcliff, AB, T0J 2P0

Applications will also be accepted via email in pdf format to [hr@redcliff.ca](mailto:hr@redcliff.ca)  
Applications can also be delivered in person to Town Hall located at #1 – 3rd Street NE, Redcliff, AB.



This posting, along with the complete job description, can be seen on our website at [www.redcliff.ca](http://www.redcliff.ca) under opportunities

Deadline for receiving applications is 4:30 pm January 4, 2019. We sincerely thank all candidates for their interest. Only those selected for an interview will be contacted.