



BROWN COUNTY

25 Market St.
Aberdeen, SD 57401

COMMISSION/HR
(605) 626-7115
FAX (605) 626-4010
www.brown.sd.us

PART TIME POSITION

JOB DESCRIPTION – LANDFILL SCALE OPERATOR

POSITION TITLE: PART TIME LANDFILL SCALE OPERATOR

DEPARTMENT: Landfill Office - consisting of the Brown County Landfill Manager, Full-time and Part-time Landfill employees.

GENERAL DEFINITION OF WORK:

This is a part-time position requiring weekend, occasional weekday and some holiday work. Under 20 hours per week. Applicant will be operating the computerized waste management system @ the Brown County Landfill. This position will also cross train in other landfill related areas (litter cleanup, misc. maintenance of container sites etc...). Strong interpersonal communication skills are needed in this position; as applicant will be interacting with various refuse haulers and the general public. Applicant will report to and be supervised by the Brown County Landfill Manager.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

Applicant must have computer experience, above average public relation and money handling skills, along with general clerical capabilities.

Ability to understand and effectively carry out oral and written instructions with minimum supervision.

MINIMUM QUALIFICATIONS:

High school diploma or general education degree (GED).

Ability to read and comprehend simple instructions, short correspondence, and memos. Ability to write simple correspondence. Ability to effectively present information in one-on-one settings and small group situations.

Ability to perform basic mathematical functions.

PRE-EMPLOYMENT SCREENINGS:

Pre-employment screenings may include, but are not limited to the following: drug screen, references, physical exam and driver history.

Background check will be required.

PHYSICAL REQUIREMENTS:

- ***Reaching: extending hand(s) and arm(s) in any direction***
- ***Fingering: picking, pinching, typing or otherwise working primarily with fingers rather than with whole hand or arm as in handling***
- ***Grasping: Applying pressure to an object with the fingers and palm***
- ***Talking: Expressing or exchanging ideas by means of the spoken word.***
- ***Hearing: Perceiving the nature of sounds without major correction.***
- ***Repetitive motions: Substantial movements (motions) of the wrists, hands and/or fingers; bending, reaching, pivoting, stooping, standing, kneeling, squatting.***
- ***Light Work: Exerts up to 50 pounds of force occasionally, and/or up to 10 pounds frequently, requiring exertion of forces greater than that normally expected for sedentary work.***

- **BROWN COUNTY LANDFILL PART-TIME SCALE OPERATOR POSITION**

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- Brown County is seeking a responsible individual for the **part-time** position of **Landfill Scale Operator**. Job description and minimum qualifications can be found at www.brown.sd.us, at the Human Resources Department or Landfill. Wage is \$15.41 per hour. Interested individuals are encouraged to apply by submitting a resume and cover letter or County application (available upon request) **by 5:00 p.m., December 3, 2018** to Brown County Commission Asst. /HR Office, 25 Market St., Aberdeen, South Dakota, 57401, Landfill (phone (605)-626-4019, fax (605) 626-4018, email mike.scott@browncounty.sd.gov .
- Background Check will be required.
- Brown County is an Equal Employment Opportunity Employer.
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