

## **GREENVIEW REGIONAL WASTE OPERATOR** **GREENVIEW, ALBERTA**

**DEPARTMENT:** Environmental Services

**LOCATION:** Greenview Regional Landfill Site – Little Smoky, Alberta

**STATUS:** Vacant

---

*Located in Northwest Alberta, the Municipal District of Greenview is a vast and diverse area rich in oil and gas, fertile farm-land, and mixed wood forests. As the third-largest rural municipality in Alberta, Greenview boasts diversity in economic activities and an extraordinary landscape. Greenview's economy is strengthened by its diversity, a talented workforce and an entrepreneurial spirit that is second to none. Our residents experience adventure right in their backyards with lakes, rivers, Rocky Mountain peaks and vast prairie offering a year-round outdoor playground for all ages.*

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

The Greenview Regional Waste Operator operates the Greenview Regional Landfill Site, located in Little Smoky. Reporting to the Solid Waste Supervisor, the Greenview Regional Waste Operator is responsible for operating the weight scale, ensuring accurate documentation of attendance and waste intake and maintenance of the landfill as per the Code of Practice for Landfills.

### **MAJOR**

- Responsible for operating the weigh scale and ensuring accurate record-keeping of waste stream intake from member and or non-members and any fee-for service operations.
- Monitor and pump the leachate on a regular basis.
- Complete leachate testing as required.
- Cover waste on a daily basis, as stated in the Code of Practice for Landfills.
- Ensure that no hazardous or prohibited wastes are being deposited in the Site, as stated in the Code of Practice for Landfills.
- Be familiar with the Code of Practice for Landfills and be knowledge able know how to access information on disposal procedures of different types of wastes.
- Monitor the Site in accordance with Alberta Environment and Provincial Health Regulations, all other applicable agencies as required.
- Routinely inspect and monitor condition of regional facility: includes fences, gates, on-site buildings and roadway.
- Maintenance of site records as required by operating license, including scale / tonnage / tickets.

**SAFETY • TEAMWORK • INTEGRITY • LEADERSHIP • EXCELLENCE IN SERVICE**



**Main Office:** 780.524.7600  
**Toll Free:** 1.888.524.7601

[www.mdgreenview.ab.ca](http://www.mdgreenview.ab.ca)



- Daily equipment/vehicle checks. Record and maintain all records of equipment and vehicle maintenance.
- Make recommendations to the Manager of Environmental Services on the operation of the site.
- Inspect all materials being disposed of at the site. Remain at the Regional Site at all times during hours of operation ensuring site security.
- Monitor site for fire hazards.
- Ensure site security after hours: gate(s) are to be closed and locked.
- Report all safety concerns or infractions to the Manager of Environmental Services.
- Responsible to collect and dispose of windblown litter. Routinely inspect and monitor condition of regional facility: includes fences, gates, on-site buildings and roadway.
- Duties as assigned.

### QUALIFICATIONS / EDUCATION / EXPERIENCE:

- To perform this job successfully, the individual must be able to perform the duties listed above to a high degree of quality, timeliness, and precision.
- Experienced Equipment Operator (minimum 1 year)
- Class 5 driver's license, Class 3 or 1 preferred
- Certified Landfill Operator.
- Grade 10 minimum.

### SKILLS REQUIRED:

- Ability to interact well with people, and respond to inquiries from all parties utilizing Regional Waste system.
- Good verbal and written communication skills.
- Must be self-motivated, and able to work with minimal supervision.
- Basic record keeping skills and computer familiarity.
- Equipment operating experience

### WORKING CONDITIONS AND PHYSICAL ENVIRONMENT:

- Moderate to medium physical effort; occasional light lifting.
- Subject to working in outdoor environment – heat, cold, dry, and dusty and wet conditions as well as insects, bees and wildlife.
- Working alone in a rural area.

### HEALTH & SAFETY:

- All personnel working at the Municipal District of Greenview are governed by the Municipal District Health & Safety Policy.

**SAFETY • TEAMWORK • INTEGRITY • LEADERSHIP • EXCELLENCE IN SERVICE**



**Main Office:** 780.524.7600  
**Toll Free:** 1.888.524.7601

[www.mdgreenview.ab.ca](http://www.mdgreenview.ab.ca)



- Ensures all operations are conducted in a safe manner and in accordance with Municipal District Policies and Occupational Health & Safety Regulations.
- Required to wear correct P.P.E. as per safe job procedures.
- Must check in as per Working Alone legislation.
- Must follow all safe job procedures.
- Ensures all operations are conducted in a safe manner and in accordance with Occupational Health and Safety regulations.

Note: The above statements are intended to describe the general nature and level of work being performed by the incumbent of this job. They are not intended to be an exhaustive list of all responsibilities and activities required of the position.

### **JOB POSTING INFORMATION:**

Interested candidates may submit cover letter and resume in one of the following ways:

Mail or Drop Off:       Municipal District of Greenview No. 16  
4806 – 36 Ave., Box 1079, Valleyview, Alberta T0H 3N0

Fax:                         780-524-3981

By E-mail:               careers@mdgreenview.ab.ca

Website:                 www.mdgreenview.ab.ca

**SAFETY • TEAMWORK • INTEGRITY • LEADERSHIP • EXCELLENCE IN SERVICE**



**Main Office:** 780.524.7600  
**Toll Free:** 1.888.524.7601

[www.mdgreenview.ab.ca](http://www.mdgreenview.ab.ca)

