

**MONTEZUMA COUNTY
LANDFILL
RECYCLABLE MATERIALS PROCESSOR**

General Summary

Under the supervision of the landfill site manager, foreman, and office manager the recyclable materials processor separates and prepares materials for baling or transferring. This position helps with the general upkeep and maintenance of the landfill, and recycling center facilities and properties.

Essential Functions

- Be able to identify and sort various recyclable materials including but not necessarily limited to cardboard, paper, plastic, and metal
- Assist with directing customers
- Performs load inspections to check loads for contamination
- May occasionally assist customers with handling their loads
- Maintains a clean working environment
- Follows oral and written instructions

Additional Tasks

May perform litter control, lawn work and similar tasks to maintain a clean and safe working environment.

Environmental Factors

The person(s) filling this position may be exposed to all weather conditions. Daily activities occur in construction and processing type environments. The processor may be exposed to diseases, potentially hazardous or toxic wastes, or related items that may be in municipal solid waste. Work conditions include sitting, standing, kneeling, bending, walking, running, and lifting (usually not more than 75 pounds). Personal Protective Equipment (PPE) is provided and required.

Minimum Qualifications

Processors must have the ability to perform unskilled manual labor, follow oral and written instructions.

Mandatory Program Participation

- This position requires participation in the county drug and alcohol testing program
- This position requires use of safety and personal protective equipment.
- This position may require a baseline auditory test and annual inspection.

USE OF THIS JOB DESCRIPTION

THIS JOB DESCRIPTION DOES NOT CONSTITUTE AN EMPLOYMENT AGREEMENT BETWEEN THE COUNTY AND THE INCUMBENT IN THE POSITION.

Nothing in this position description restricts Montezuma County's ability to assign, reassign or eliminate duties and responsibilities of this job at any time. The description reflects Montezuma County's assignment of essential functions. It does not prescribe or restrict the tasks that may be assigned. Critical features of this job have been described. Those features may change at any time due to reasonable accommodation, as the needs of the County change or other reasons deemed appropriate by the County.

Received by: _____ Date: _____

Print Name: _____