



## Seasonal Landfill Labourer

<b>REPORT TO:</b>	Landfill Supervisor
<b>SUBORDINATE POSITIONS:</b>	N/A
<b>LENGTH OF TERM:</b>	May 6, 2024, to November 1, 2024

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### SCOPE:

Reporting to the landfill Supervisor, the Seasonal employee in the Landfill Department will perform general labour duties in an outside environment and as assigned by the Landfill Supervisor.

### QUALIFICATIONS:

- Must have valid class 5 Driver's license
- High school diploma or equivalent, preferred
- Must provide personal CSA approved safety boots/footwear

### RESPONSIBILITIES:

- **Operating Equipment:** Your primary responsibility will be to operate heavy equipment such as compactors, & loaders
- **Safety Procedures:** Ensuring strict adherence to safety protocols is paramount. This includes wearing appropriate personal protective equipment (PPE) such as gloves, safety glasses, hard hats, and steel-toed boots, as well as following established safety procedures when operating equipment and working around waste materials.
- **Site Maintenance:** You may be tasked with general site maintenance duties such as repairing and maintaining equipment, ensuring proper functioning of machinery, and performing routine inspections to identify any issues that need addressing.
- **Communication:** Collaborating with other landfill staff to coordinate activities, report any equipment malfunctions or safety hazards, and ensure efficient operation of the landfill site.
- **Documentation:** Keeping accurate records of equipment usage, maintenance activities, and any incidents or accidents that occur during your shift.



- **Training:** Participating in training programs to enhance your skills in equipment operation, safety procedures, and environmental compliance.
- **Customer Service:** Providing assistance to landfill visitors and customers, including directing them to the appropriate disposal areas and answering any questions they may have about landfill policies and procedures.
- **Emergency Response:** Being prepared to respond to emergencies such as fires, spills, & by following established emergency protocols and assisting emergency responders as needed.
- **Other General Labor Duties as Assigned:** Being flexible and willing to assist with various tasks and projects as needed to support the overall operations of the Town of Nipawin departments.

Overall, your role as a seasonal laborer running equipment at a landfill involves not only operating machinery efficiently but also ensuring the safety of yourself, your coworkers, and the environment while adhering to regulatory requirements and contributing to the smooth operation of the landfill site.

#### **KNOWLEDGE, SKILLS, AND ABILITIES:**

##### **Knowledge:**

*The Seasonal Labourer must have working knowledge in the following areas:*

- Operation of maintenance equipment such as front-end loader, Packer and skid steer, etc. is an asset
- General maintenance knowledge an asset
- Knowledge of tools, equipment, and maintenance an asset
- Knowledge of municipal landfill department an asset

##### **Skills:**

*The Seasonal Labourer must demonstrate the following skills:*

- Ability to work independently
- Effective listening & learning skills
- Maintain strict confidentiality
- Ability to cope with several different requests and subjects simultaneously
- Attention to detail and accuracy in work
- Physically capable of performing assigned duties

##### **Personal Attributes:**

*The Seasonal Labourer must demonstrate the following personal attributes:*

- Maintain standards of conduct
- Be respectful, punctual and reliable
- Professional demeanour
- Teamwork



**WORKING CONDITIONS:**

- May be subject to inclement weather and/or weather extremes during the discharge of responsibilities.
- Considerable periods of standing and/or moderate walking may be required.
- Tasks are somewhat diverse, and some interpretation is required.
- Typical activities include lifting, reaching, sitting in vehicles & equipment, standing, walking, considerable visual attention to details.

**WAGES:** As per current Collective Bargaining Agreement

**Seasonal:** \$22.59 - \$28.41

**Working Hours:** Tuesday to Saturday 8:30 to 5:30

**Benefits:** In accordance with the Town of Nipawin Policy

**NOTE:** Duties listed are not set forth to limit the assignment of work and are not to be construed as a complete list of duties normally to be performed under the job description or those duties temporarily performed outside the normal line of work.

**SUBMISSION OF RESUMES:**

Resumes for the position described above will be accepted by the undersigned up to noon **Friday, April 12<sup>th</sup>, 2024,**

Donna Ritthaler, Human Resources & Payroll Officer  
P.O. Box 2134  
Nipawin, SK S0E 1E0  
Email: [officer.humanresources@nipawin.com](mailto:officer.humanresources@nipawin.com)  
PHONE: 862-9866; FAX: 862-3076

The town of Nipawin thanks all applicants for their interest in this employment opportunity, but only those applicants selected for an interview will be contacted.