**CARROLL COUNTY SOLID WASTE MANAGEMENT COMMISSION**

**19111 KITTYHAWK AVENUE**

**CARROLL, IA 51401**

**PHONE: 712.792.5001**

**FAX: 712.792.5074**

**carrollcountylandfill.com**

**JOB DESCRIPTION FOR PRODUCTION STAFF/ASSISTANT PRODUCTION COORDINATOR**

**JANUARY 2022**

* + Ability to break glass on sorting line.
  + Ability to stand by a moving conveyor line for up to 8 hours and sort paper and containers.
  + Ability to pick up litter outside the facility as needed.
  + Ability to operate a forklift and skid-steer loader.
  + Ability to unload and load trucks of recyclable materials.
  + Ability to learn the process of handling materials.
  + Assist with the electronics and hazardous materials programs.
  + Ability to learn how to operate heavy equipment at the landfill.
  + Will be expected to help clean in the office and in the plant.
  + Must be able to work as a team.
  + Will do additional duties as deemed necessary.
  + Six-month probationary period.
  + Hours are M-F 7:30 a.m. to 4:00 p.m.
  + Starting pay range is $15.00 to $17.00 per hour depending on qualifications along with health and life insurance and IPERS (Iowa Public Employees Retirement System).
  + Application due by 4:00 p.m. on Friday, February 4, 2022 at the recycling center.