**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.