



OCHAPOWACE

P.O. Box 550, Whitewood Saskatchewan, S0G 5C0
Phone: (306) 696 2425, Fax: (306) 696 2426

Housing & Public Works

Ochapowace Nation – Job Description

Position: Solid Waste Transfer Station Operator

Status: Permanent / Full-Time

JOB SUMMARY:

The Sanitation & Landfill Worker works under the supervision of the Housing and Public Works Manager and is responsible for the collection, transport and disposal of refuse in an appropriate manner. This position must maintain the operation of the community landfill and follow all guidelines laid out in the operating agreement.

REPORTING: Under the general direction of the Public Works Manager

DUTIES AND RESPONSIBILITIES:

1. Collect refuse.
 - Ensure all refuse is removed, transported and disposed of according to set policies and procedures;
 - Ensure business and residential refuse containers are operational;
 - Follow safety precautions at all times when dealing with refuse.
2. Maintain landfill site.
 - Separate materials as required;
 - Maintain an organized and safe environment in and around the landfill;
 - Ensure landfill specifications follow set policies and procedures.
3. Operate and maintain a personal vehicle, preferably a truck.
 - Operate a personal vehicle in a safe manner;
 - Maintain a safe and secure personal vehicle.
4. Perform other duties as assigned.
 - Abide by Ochapowace First Nation Employee Policy Manual;
 - Assist in other areas such as plumbing and carpentry as required.

QUALIFICATIONS:

Education, Experience and Knowledge:

1. Grade Twelve Diploma or equivalent would be an asset;
2. Familiar with the operation, services and activities of refuse disposal and landfill operations;
3. Knowledge of Ochapowace land in correspondence to residential and business locations would be an asset;
4. Valid Driver's License and reliable form of transportation (truck);
5. Criminal Record Check and prohibited drug test;
6. Knowledge of Ochapowace Nation culture and traditions.

Skills and Abilities:

1. Must be able to lift, push and pull objects weighing fifty pounds or more on a continual basis;
2. Must be capable of working in unsanitary and extreme weather (extreme hot, cold, rain) conditions;
3. Good decision-making skills;
4. Must be friendly and dependable;
5. Ability to establish, interpret and implement policies and procedures;
6. Ability to work well independently and with a team.

Selection Process: Candidates will be selected for this position on the basis of their skill, ability, experience and qualifications as identified in the resume

Application Deadline: July 29th, 2021 @ 4:30 p.m.

Please send your resume and cover letter, with three (3) references to:

Tanya Bear, Human Resources Manager, Ochapowace
hr@ochapowace.ca