



City of Fallon

Classification Specification

LANDFILL/TRANSFER STATION/PARKS MAINTENANCE WORKER

GENERAL PURPOSE

Under general supervision of the Deputy Public Works Director and Sanitation Supervisor, performs a variety of duties related to landfill and transfer station operations, parks and landscape maintenance, and building and facility maintenance. Operates heavy equipment to prepare landfill areas, compact and cover refuse, inspects incoming refuse, calculates and collects fees, maintains operational records, and provides customer service to landfill and transfer station users. Performs landscaping, irrigation, grounds, parks, athletic field, swimming pool, building, and facility maintenance and repair; assists with special events and performs other related duties as assigned.

GENERAL STATEMENT OF DUTIES

- Operate and maintain heavy equipment to manage landfill and transfer station operations, including moving and compacting refuse, placing cover material, maintaining roads, and performing earthwork.
- Inspect incoming loads for prohibited or hazardous materials and enforce applicable landfill and transfer station requirements.
- Direct customers, assist with unloading, explain procedures and fees, collect and record disposal fees, issue receipts, and balance daily receipts.
- Maintain equipment, vehicles, facilities, tools, and operational records; identify and address maintenance and repair needs.
- Maintain the cleanliness, safety, security, and appearance of landfill, transfer station, parks, buildings, streets, and other City facilities.
- Perform grounds, landscaping, custodial, irrigation, snow removal, and general public works maintenance.
- Apply herbicides and pesticides in accordance with applicable requirements.
- Perform routine carpentry, plumbing, electrical, painting, concrete, signage, and facility repair work.
- Maintain parks, athletic fields, playgrounds, restrooms, sidewalks, picnic areas, pools, and other public facilities.
- Support City-sponsored special events by setting up, removing, cleaning, and maintaining event equipment and facilities.
- Respond to public questions and complaints and refer issues to supervisors when appropriate.

- Maintain accurate records of waste, fees, equipment, materials, maintenance, time worked, and other assigned activities.
- Perform physical labor and operate City vehicles, specialized equipment, and hand tools.
- Perform other related landfill, parks, grounds, facility, and public works duties as assigned.

QUALIFICATIONS FOR EMPLOYMENT

Knowledge and Ability

- Heavy equipment and safe operating practices.
- Landfill and transfer station operations, regulations, procedures, prohibited materials, fees, and recordkeeping.
- Cash handling, customer service, and public interaction.
- Grounds, landscaping, parks, irrigation, and facility maintenance.
- Basic carpentry, plumbing, electrical, concrete, painting, and building maintenance.
- Safe handling of chemicals, fuels, pesticides, herbicides, and other work materials.
- Procedures for protecting people and property.
- Safely operate, inspect, and perform basic maintenance on heavy equipment, vehicles, tools, and specialized equipment.
- Estimate waste quantities, calculate fees, and accurately handle and account for cash.
- Maintain accurate records, logs, and operational documentation.
- Identify prohibited materials and follow applicable landfill, transfer station, City, and safety requirements.
- Perform and troubleshoot a variety of grounds, landscaping, irrigation, facility, and landfill maintenance tasks.
- Communicate effectively and courteously with the public, coworkers, contractors, and supervisors, including handling difficult situations.
- Exercise good judgment, respond to emergencies and changing conditions, work independently, and prioritize multiple assignments.
- Perform physically demanding outdoor work safely in varying weather and terrain.

Experience and Training

Any combination of experience and training that would provide the required knowledge, skills and abilities may be used to qualify for employment. A typical way to obtain knowledge, skills and abilities is described below.

- Two years of experience operating heavy equipment similar to equipment used in municipal landfill operations.

- One year of experience maintaining numerical records and receiving and accounting for cash payments.
- One year of on-the-job training or experience in landscape maintenance, including the installation, operation, maintenance, and repair of electronically controlled irrigation systems.
- Experience in parks, grounds, building, facility, public works, landfill, or transfer station maintenance is desirable.
- High school diploma or GED preferred.
- Must possess a current Nevada commercial driver's license appropriate for the vehicles and equipment operated in the position.
- Must be able to obtain and maintain any licenses, certifications, or training required by applicable laws, regulations, or City policies for assigned duties.

Physical and Perceptual Capabilities Required

The physical and perceptual capabilities described here are representative of those that an employee typically must possess to successfully perform the essential functions of the job.

- Read and interpret gauges, measuring devices, drawings, maps, and technical information.
- Distinguish colors, visual indicators, sounds, odors, and equipment operating conditions.
- Perform heavy physical work, including lifting, carrying, pushing, pulling, climbing, bending, kneeling, crouching, and crawling.
- Operate, maintain, repair, calibrate, and adjust machinery, vehicles, tools, and equipment.
- Use repetitive hand and foot movements and operate equipment controls.
- Sit, stand, and walk for extended periods.
- Safely navigate rough, uneven, slippery, or unstable terrain and various work areas.
- Enter and work in confined spaces when required.
- Safely enter and exit vehicles and operate mechanized equipment.
- Identify people, vehicles, animals, equipment, small parts, and other objects at varying distances.
- Work safely around refuse, chemicals, fuels, wastewater, machinery, and other potentially hazardous materials.

WORKING CONDITIONS

Work is typically performed under the following conditions.

- Outdoor environments with frequent exposure to varying weather conditions.
- Periodic movement between indoor and outdoor environments.
- Exposure to dust, fumes, high noise levels, vibration, odors, dampness, and airborne materials.
- Exposure to extreme weather conditions, including heat, cold, rain, snow, wind, and direct sunlight.
- Potential exposure to hazardous materials, chemicals, petroleum products, raw sewage, refuse, bodily fluids, and other potentially hazardous substances.
- Work around heavy equipment, vehicles, machinery, traffic, and members of the public.
- Interaction with individuals who may be uncooperative, angry, upset, or confused.
- Work in confined spaces and at elevated locations, including ladders and similar equipment.
- Work on uneven, slippery, rough, or unstable surfaces.

- Performance of physically demanding manual labor.
- Work without immediate supervision or assistance.
- Noise and distractions from radios, telephones, equipment, vehicles, and conversations.
- Interruptions to planned work activities due to customer needs, emergency situations, special events, equipment problems, weather, and other unplanned events.
- Stress associated with emergency situations and rapidly changing circumstances.

FLSA Statues : Non-Exempt

Classification : OE3

Grade: 5

Version: 08132026