JOB TITLE: MRF Operator I

EMPLOYER: RI RESOURCE RECOVERY

EFFECTIVE DATE: 12/22/2020

SUMMARY: This position is responsible for using safe and efficient practices to competently conducting baler operations, interior and exterior site cleaning; assisting with compactor box changes, pay-loader operation, forklift operations to dump portable hoppers and move bales, production system operation and material quality control inspections.

DUTIES AND RESPONSIBILITIES:

Baler:

- Monitors the bale processing system and keep baler area clean at all times.
- Communicates with the Team Leader to keep storage bunkers or bins from filling beyond capacity.
- Ensures that all baled commodities are of high quality with minimal contamination.
- Ensures that baler is functioning properly and that bales are being produced correctly and are securely tied.
- Monitors the supply of baling wire on machine and properly installs new wire spools and route wire through knotting system.
- Rapidly repairs minor baler tie wire problems.

Responsibilities Common to Site Maintenance:

- Operates skid steer loader to move and load various materials and assist with compactor box swaps to expedite the process and keep windblown litter to a minimum.
- Operates ride on sweeper / vacuum machine.
- Manually sweeps floor and walkways.
- Performs Pressure washing of equipment, vehicles and building.

Forklift:

- Transports bales from the balers to appropriate staging areas and safely stack and organize by material type.
- Transports bales from the staging areas into trailers or export containers for shipment to market.
- Inspects trailers and containers prior to loading and document any trailer deficiencies. Reports any damage found to equipment for documentation and decision on whether trailer is safe to load.
- Photographs outbound loads as required by Purchasing or Customs Department of export destinations.
- Maintains a safe work area by securing loading doors, utilizing safety chains, keeping loading area clean at all times, and securing trucks and trailers with wheel chocks.
- Manages portable forklift dump hoppers to support production and floor cleaning activities.
- Uses compressed air to clean forklift's cooling system components on a daily basis.

Loader:

- Thoroughly inspects machine before and after use and complete required equipment condition reports.
- Monitors quality of inbound material deliveries and immediately reports substandard loads.
- Is familiar with MRF inbound material delivery quality standards.
- Maintains orderly control of inbound truck traffic access to tipping floor.

- Loads production system material infeed bunker in an efficient and consistent manner to support uninterrupted production.
- Uses compressed air to clean loader's cooling system components on a daily basis.
- Assists with snow removal.

Quality Control:

- Is familiar with all commodities baled and shipped to market from the MRF.
- Possess good visual perception to identify contaminants that must be removed from bales.
- Possesses good manual dexterity to remove contaminants from bales, cut baling wire, and replaces broken baling wire on bales.
- Is familiar with which materials are considered to be contaminants and prohibitive items for each marketable material processed at the MRF.

General Requirements:

- Successfully completes MRF equipment orientation and training.
- Completes required daily equipment checklists.
- Maintains required lubricant levels of assigned equipment; cleans required compartments and cab of equipment, pressure wash equipment as necessary, and operate assigned equipment within the parameters of the Equipment Operator's Manual.
- Reports equipment malfunctions and safety concerns to the Mechanic or Supervisor.
- Adheres to all OSHA regulations and MRF safety policies and practices; immediately reports all incidents, injuries and emergencies to the Supervisor.
- Performs all work in a safe manner and wear proper Personal Protective Equipment at all times.
- Carries and correctly uses a two-way radio.
- Attends all required safety training sessions and meetings. Adhere to all OSHA/Department of Labor regulations and RIRRC MRF safety policies and practices.
- Operates forklift, skid steer and loader safely in areas with narrow aisles, in close proximity to pedestrians and in tight spaces.
- Performs other related duties as assigned by management.

SUPERVISORY RESPONSIBILITIES:

- This job has no supervisory responsibilities.

QUALIFICATIONS:

- High school diploma or general education degree (GED), or one to three months related experience and/or training, or equivalent combination of education and experience.
- Certificates, licenses and registrations required: Required certifications to be obtained within 6 months of employment:
    - Forklift operator certification (In-house certification).
    - OSHA 30-Hour Construction Safety certification. (In-house certification).
    - Hoisting Engineers License (RI Department of Labor and Training).
    - Additional Equipment Operational training to be conducted by RIRRC Staff.
    - Valid driver's license to operate corporation vehicles.
- Other skills required:
    - Minimum of one-year experience as an equipment operator in a production facility operation, construction, or solid waste disposal/recycling.
    - Must be able to speak, read, and write English. Bilingual English/Spanish language ability is highly preferable.
    - Level of English language proficiency must be sufficient to interpret equipment operation manuals, read and fill out daily equipment reports, understand material shipment requirement forms, export loading instructions, and production reports.

- Spanish language ability is extremely helpful to communicate and direct the actions of Quality Control sorters and helpers in the baling area.
- Basic math skills, including decimals and fractions and metric to standard conversion.
- Ability to work overtime as needed with minimal advance notification. This includes remaining on the job and reporting to work outside of the normal scheduled work hours and working on Saturday.
- Ability to proficiently operate and responsibly take possession of a hand held digital device such as a camera for taking photographs of export container shipments.
- Ability to prioritize and successfully complete multiple tasks.

COMPETENCIES:

- **Attendance/Punctuality** - Is consistently at work and on time; Ensures work responsibilities are covered when absent; Arrives at meetings and appointments on time.
- **Dependability** - Follows instructions, responds to management direction; Takes responsibility for own actions; Keeps commitments; Commits to long hours of work when necessary to reach goals; Completes tasks on time or notifies appropriate person with an alternate plan.
- **Diversity** - Demonstrates knowledge of EEO policy; Shows respect and sensitivity for cultural differences; Educates others on the value of diversity; Promotes a harassment-free environment; Builds a diverse workforce.
- **Judgement** - Displays willingness to make decisions; Exhibits sound and accurate judgment; Supports and explains reasoning for decisions; Includes appropriate people in decision-making process; Makes timely decisions.
- goals.
- **Safety and Security** - Observes safety and security procedures; Determines appropriate action beyond guidelines; Reports potentially unsafe conditions; Uses equipment and materials properly.

PHYSICAL DEMANDS AND WORK ENVIRONMENT:

- Continually required to stand.
- Continually required to walk.
- Occasionally required to sit.
- Continually required to utilize hand and finger dexterity.
- Continually required to climb, balance, bend, stoop, kneel or crawl.
- Continually required to talk or hear.
- Continually exposed to wet and/or humid conditions (non-weather).
- Continually works near moving mechanical parts.
- Frequently works in high, precarious places.
- Frequently exposed to outside weather conditions.
- Frequently exposed to extreme heat or cold (non-weather).
- While performing the duties of this job, the noise level in the work environment is usually loud.
- The employee must continually lift and/or move up to 50 pounds.
- Specific vision abilities required by this job include: close vision; distance vision; color vision; peripheral vision; depth perception and ability to adjust focus.
- Additional remarks regarding work environment:
    - Must be comfortable working at heights of up to 30’ on various pieces of equipment, raised platforms and ladders.

    - Working in tight and awkward spaces, inside equipment and, when necessary, removing jammed or built-up material and debris or obstructive items from inside equipment.
- Specialized equipment, machines, or vehicles to be used

We have a great compensation package including medical, dental, pension, 457, PTO, life and disability. Qualified Candidates only. Please send cover letter and resume to humanresources@rirrc.org by January 14, 2021. E/O/E