



## **TOWN OF REDCLIFF**

**“Greenhouse Capital of the Prairies”**

The Town of Redcliff, a thriving horticultural and industrial based community of approximately 5500 progressive residents, with excellent recreation facilities, presently has the following position available with the Planning and Operations Department.

### **Landfill Compost Technician** **(Full-time – 40 hours per week)**

Under the direction of the Landfill Manager, this position will support the Planning and Operations division in providing day to day services associated with the landfill composting facility.

#### **Work Environment:**

- Day to day operation and maintenance of the Redcliff Cypress Regional Landfill as per the regulations established by the Alberta Environment and Parks
- Work environment will be in the field.
- May be required to work non-traditional hours (evenings, weekends, and some holidays)

#### **Core Function:**

This is a union position working with the landfill team. The position is responsible for:

1. Operates various equipment and perform physical labour associated with the day-to-day operation of the compost facility as per the site’s operations plan, and the Code of Practice Composting Facilities established by Alberta Environmental Protection as well as the procedures established by the Town of Redcliff.
2. Responsible for the maintenance of all machinery, equipment, facilities, and properties associated with the compost facility. Duties will include but are not limited to; evaluating feedstock, removing contamination, operating the mixer, loader, heavy trucks, and all equipment and electronics specific to the compost operation as well as record keeping and performing basic tests and analysis.
3. Participate in the establishment and operation of any organic diversion programs or efforts established.
4. Assist in the provision of written reports to Senior Administration, elected officials or outside entities as required.
5. Ensures that a positive public image is portrayed to the public indicating the municipality's commitment to excellence in service for the customers of the landfill, compost facility, the Town of Redcliff, and Cypress County
6. Responsible for ensuring adequate on-site safety procedures, policies, and regulations are practiced as they pertain to operations of the compost facility and landfill.
7. Responsible for ensuring the approval to operate terms are always maintained and achieved.
8. Performs other related duties as assigned by the Landfill Supervisor, Landfill Manager, or Planning and Operations Director.

### **Organizational Relationships:**

1. Reports directly to and works under the direction of Landfill Supervisor, Landfill Manager, and Planning and Operations Director
2. Maintains a close liaison with Town of Redcliff staff in other departments.
3. Develops and maintains external relationships and contacts with:
  - a) Commercial Customers,
  - b) Various Government Agencies,
  - c) Municipal clients, and
  - d) Contractors,
  - e) Material Suppliers,
  - f) Material Buyers and;
  - g) The general public

### **Qualifications:**

1. Must hold an active Composting Facility Operator Certificate recognized by Alberta Environment and parks, or be willing to obtain the certification, or have proof of attending the courses recommended prior to gaining certification. Must be willing to obtain the certification as soon as possible after gaining the prerequisite year of experience.
2. An active landfill operator certificate would be considered an asset. Minimum Grade 12 education.
3. Must currently possess or have the ability to obtain a valid Class 3 Alberta Driver's License with air brake endorsement.
4. Previous experience operating heavy construction type equipment such as loaders and tandem dump trucks. Has worked independently and unsupervised, shows self-motivation, and to demonstrate sound judgment and decision-making abilities. Is able to make sound decisions by using rational and logical judgment that reflects an understanding of the consequences of decisions.
5. Must be willing and able to upgrade skills as necessary to meet the changing needs of the position.
6. Must be in good physical condition and may be required to successfully perform a physical ability test.
7. Demonstrates an ongoing willingness to learn, adapt and grow.
8. Is able to work independently and as part of a team.
9. Is able to take initiative to identify and resolve problems.
10. Is able to manage time effectively, does not get stressed in tense situation, and to work within tight time frames to ensure operations on the landfill face are not affected.
11. Has demonstrated skill in the use of PC based business software including Microsoft Outlook, Word, Power Point and Excel.
12. Acceptable Drivers Abstract.
13. Acceptable Criminal Records Check.

Salary range for this position will be \$51,937.60 to \$60,486.40. The Town of Redcliff also offers an attractive benefits package and participation in its pension plan.

Interested individuals are invited to submit, in confidence, a resume listing their qualifications, experience, education, and references by July 1, 2022.

For more information, please visit <https://redcliff.ca/employment/>.

**Resumes must be clearly marked with the position you are applying for and forwarded to:**

Attention: Human Resources  
Town of Redcliff  
Box 40  
Redcliff, AB  
T0J 2P0

Resumes will also be accepted by fax at (403) 548-6623 or email at [hr@redcliff.ca](mailto:hr@redcliff.ca).