



## THE CORPORATION OF THE COUNTY OF WELLINGTON

Engineering Services Department  
Solid Waste Services Division

Requires a

### Casual Part Time Roll Off Driver

The Roll Off Driver is responsible for the day-to-day roll-off truck operations at County-run waste facilities. This position is accountable to the Roll Off and Site Diversion Supervisor. **This position must be available to work at the County of Wellington's Riverstown Waste Facility and/or the Elora Bulk Station.** Availability is required for rotating Saturday shifts and also includes Monday through Saturday shifts, as necessary. Shifts are scheduled from 6:30 am to 3:00 pm.

#### The minimum qualifications for this position include:

- High School Diploma.
- Minimum two years of experience or equivalent driving DZ class trucks, preferably driving dump or roll-off trucks.
- Demonstrated proficiency and experience on a standard-shift transmission.
- Ability to work with limited supervision in a fast-paced environment.
- Possess good communication and customer service skills.
- A valid driver's licence, minimum Class D with Z endorsement and a satisfactory driver's abstract.

**This position offers an hourly range of: \$26.84 to \$31.38 (2019 Non Union Compensation Grid).**

Applicants are invited to submit a cover letter and resume, clearly marked **Posting #074-19 by Friday, May 31 at 4:00 pm.**

**ATTENTION: HR DEPARTMENT**, County of Wellington Administration Centre, 74 Woolwich Street, Guelph ON N1H 3T9. E: [careers@wellington.ca](mailto:careers@wellington.ca) or F: 519.837.8882. Please respond by one method of application only. **No phone calls please.** Personal information in relation to the recruitment and hiring process is collected under the authority outlined in the Municipal Freedom of Information and Protection of Privacy Act.

The County is an equal opportunity employer. Accommodation for disabilities is available for all parts of the recruitment process. Applicants must make their needs known in advance.





# COUNTY OF WELLINGTON

## POSITION DESCRIPTION

<b>Title:</b> Roll Off Driver	<b>Reports to:</b> Roll Off and Site Diversion Supervisor
<b>Department:</b> Solid Waste Services	<b>Positions Supervised:</b> None
<b>Effective:</b> November 2002	<b>Revised:</b> April 2019

### **BASIC FUNCTION:**

The Roll Off Driver is responsible for the day-to-day roll-off truck operations at County-run waste facilities. This position is accountable to the Roll Off and Site Diversion Supervisor.

### **PRINCIPAL RESPONSIBILITIES:**

Under the guidance of the Roll Off and Site Diversion Supervisor the Roll Off Driver has the following duties and responsibilities:

- Performs work with a strong regard for safety, and in compliance with Ministry of Transportation, Ministry of Labour, County and other public/private facility policies and procedures.
- Performs collection of roll-off bins and transfer of these bins to the appropriate destination for disposal/recycling.
- Performs daily inspections of the vehicle (circle check) to ensure all equipment is in good operating condition.
- Identifies and advises of vehicle problems immediately.
- Assists Supervisor to ensure vehicle is serviced at regularly scheduled intervals that vehicle has an annual safety inspection and that required repairs and maintenance is completed.
- Maintains general cleanliness and appearance of the vehicle.
- Provides weekly greasing of vehicle and light maintenance (e.g., light replacement).
- Completes daily log sheets, clearly and legibly.
- Works in any weather condition - heat, rain, snow, etc.
- Communicates in a polite and tactful manner at all times.
- Cooperates with other members of the Operations team and co-workers in other departments and divisions.
- Participate on the Joint Health and Safety Committee (JHSC) as required.
- Other duties as assigned by Roll Off and Site Diversion Supervisor, Operations Superintendent, or Manager of SWS.

**PROBLEM SOLVING RESPONSIBILITIES:**

- Assess inclement weather situations or unsafe conditions for possible pull-over, when there is an inherent risk of personal/public injury or equipment damage.
- Assess timing of collection within roll-off bin collections to avoid risk of personal/public injury or equipment damage, and to maintain sites in an efficient fashion.

**CONTACTS:**

Internal: SWS staff.

External: Customers, Maintenance garages.

**MINIMUM QUALIFICATIONS:**

- High School Diploma.
- Minimum two years of experience or equivalent driving DZ class trucks, preferably driving dump or roll-off trucks.
- Demonstrated proficiency and experience on a standard-shift transmission.
- Ability to work with limited supervision in a fast-paced environment.
- Possess good communication and customer service skills.
- A valid driver's licence, minimum Class D with Z endorsement and a satisfactory driver's abstract.

**OTHER:**

Location: Riverstown SWS facility, 7254 Side Road 5 West, Wellington North Township, ON or Elora "Bulk Station", 7454 Wellington Road 21, Centre Wellington Township, ON.

Hours of work: 6:30 am – 3:00 pm.

Availability is required for rotating Saturday shifts and also includes Monday through Saturday shifts, as necessary.