

MONTGOMERY REGIONAL SOLID WASTE AUTHORITY

APPLICATION FOR EMPLOYMENT

Please print or type

Rev. 10/2020

The Montgomery Regional Solid Waste Authority is an Equal Opportunity Employer. All aspects of employment are made without regard to race, color, religion, political affiliation, national origin, disability, marital status, veterans' status, gender, or age and any other category protected by law.

Please complete all fields. Failure to do so may eliminate you from consideration.

Date: _____ Position Applied for: _____

Full Name: _____
Last First Middle

Address: _____

Home Phone: _____ Business Phone: _____ Email Address: _____

License (to include driver's), certificate or other skills to practice a trade or profession::

Name of High School Last Attended: _____

Highest Grade Completed: _____ Date of Completion: _____

If you did not graduate, do you have a high school equivalency diploma? Yes No

Name of College Last Attended: _____

Did You Graduate? _____ Type of Degree or Training Program: _____

Major Program of Study: _____

List three references of persons not related to you who know your qualifications within the past three years:

1.	Name	Address	Phone No.
2.	Name	Address	Phone No.
3.	Name	Address	Phone No.

EXPERIENCE:

Starting with the most recent, describe all paid, military and applicable voluntary experience.

May we contact your present supervisor? Yes No.

Job Title: _____

Employer: _____

Address: _____

Phone: _____

Type of Business: _____

Immediate Supervisor: _____

Title: _____

Salary (start) _____ (finish) _____

Dates: _____ to _____

Full-time Part-time Hrs./wk _____

Duties: _____

No. of persons supervised: _____

Equipment Used: _____

Reason for Leaving: _____

Job Title: _____
Employer: _____
Address: _____
Phone: _____
Type of Business: _____
Immediate Supervisor: _____
Title: _____
Salary (start) _____ (finish) _____
Dates: _____ to _____
Full-time ___ Part-time ___ Hrs./wk _____

Duties: _____

No. of persons supervised: _____
Equipment Used: _____
Reason for Leaving: _____

Job Title: _____
Employer: _____
Address: _____
Phone: _____
Type of Business: _____
Immediate Supervisor: _____
Title: _____
Salary (start) _____ (finish) _____
Dates: _____ to _____
Full-time ___ Part-time ___ Hrs./wk _____

Duties: _____

No. of persons supervised: _____
Equipment Used: _____
Reason for Leaving: _____

If you are applying for a Clerical position, complete the following: Typing Speed: _____ Shorthand Speed: _____
Office Equipment you can operate: _____
Computer Skills: _____

Check which shift you will accept: ___ Day ___ Evening ___ Night ___ Rotating ___ Weekends
Check which job you will accept: ___ Full-time ___ Part-time
Check which employment status you would accept: ___ Salaried ___ Hourly
Are you willing to accept employment which requires you to travel? ___ Yes ___ No

For purposes of compliance with The Immigration Reform and Control Act, are you legally eligible for employment in the United States? ___
Yes ___ No. As part of the hiring process, MRSWA verifies employment eligibility. Under the Immigration Reform and Control Act of 1986, you will be required to fill out a certification verifying that you are eligible to be employed and verifying your identify. Further you will be required to provide documentation to that effect should you be employed.

For compliance with Section 2.1-112 of the Code of Virginia, have you ever served in the Armed Forces of the United States?
___ Yes ___ No. If yes, give dates _____

Have you ever been convicted of a law violation(s), including moving traffic violations, but excluding offenses committed before your eighteenth birthday which were finally adjudicated in a Juvenile Court or under a youth offender law? ___ Yes ___ No. If yes, list all and explain _____

What minimum yearly salary will you accept? _____ When will you be available to start work? _____

The Authority is committed to providing a drug-free work place, and successfully completing a drug test is a post offer precondition of employment. Do you consent to and agree to take a drug test at the Authority's expense if offered employment? ___ Yes ___ No.

I certify that I have given true, accurate and complete information on this application to the best of my knowledge, and with the understanding that such information will be relied upon in considering my application for employment and that any deliberate falsification, misstatement or omission will be grounds and can result in the denial of employment or termination of employment. I authorize all law enforcement, credit, educational institutions, employers, friends, neighbors and business acquaintances to furnish the Authority or a third party a complete history of my record including (but not limited to) my character, habits, and ability and release each and the Authority from liability for damages to me by reason of compliance with your request whether such be due to negligence or error or any other cause. I further agree that the Authority shall have the right, if and when my employment is terminated, to furnish others with information regarding my work record.

I understand that completing this application does not establish any obligation for the Authority to hire me. I understand and agree that any employment relationship resulting from this application is considered as an "at will" relationship which means employment is voluntarily entered into and the employee is free to resign at any time for any reason or no reason. Likewise, the Authority has a right to discontinue the employment relationship at any time for any reason or no reason with or without notice. My work schedule, job duties and location are subject to modification by the Authority at any time. Any representation by any person to the contrary is null and void, except by written contract executed by the Executive Director.

Date: _____ Applicant's Signature: _____

THIS APPLICATION SHALL REMAIN ACTIVE FOR 90 DAYS AFTER SUBMISSION

EQUIPMENT OPERATOR

GENERAL STATEMENT OF DUTIES

This position is responsible for performing the duties required within the Solid Waste Department of a regional solid waste authority. The position requires the consistent exercise of tasks involved in the operations of the transfer station within the Department of Solid Waste Services. The position requires skills in operating various works in the operation of heavy equipment.

DISTINGUISHING FEATURES OF THE JOB

This position requires considerable skill in manipulating heavy motor equipment such as a rubber tire loader, skid-steer loader, excavator, yard jock, and roll-off truck within the department of solid waste services and operations. The position reports to and is supervised by the Solid Waste Supervisor. Assignments are provided in detail by the Solid Waste Supervisor and constant attention to safety is required. Frequent travel over all interior Authority roads is exercised daily. Work is checked frequently for safety and completion. Work is performed in accordance with federal, state, and local laws, procedures, and regulations and the position must possess familiarity with and have a comprehensive understanding of the regulatory framework in which the solid waste services are provided.

DUTIES AND EXAMPLES OF WORK

Equipment Operations:

* Operates a rubber tire loader, excavator, skid steer loader, yard jock, and roll off truck in a safe and timely manner on a daily basis.

Process Operations:

* Loads and compacts garbage and single stream recyclables properly and safely into trailers for transport on a daily basis.

* Makes sure unauthorized waste is taken out of solid waste loads and contaminants or contaminated loads are pulled out of single stream recyclable loads when material is unloaded on tipping floor of transfer station.

* Loads mulch into customer vehicles as needed in a safe manner.

* Washes down transfer station floor properly according to regulatory guidelines on a daily basis

Other Functions:

Participates in litter pick up on site when required.

Performs other duties as assigned.

PHYSICAL DEMANDS: This position requires heavy work involving exerting 50 to 100 pounds of force on a regular basis, sitting for long periods of time, and pushing or pulling of objects and materials of light weight. Climbing and twisting is also regularly performed in this position.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge and skill in the operation of heavy equipment under all types of weather conditions; ability to understand and follow oral and written instructions; good knowledge of traffic and safety rules and accident practices; regular, punctual attendance is vital due to the volume of material entering the transfer station; ability to make minor repairs and adjust heavy equipment; ability to lift up to 50 pounds without difficulty; ability to get along with people of varied backgrounds and dependability; ability to acquire the knowledge of the regulations and procedures of the regulatory environment governing solid waste disposal; complete job tasks; be a team player.

EDUCATION AND EXPERIENCE

Completion of High School or a G.E.D. is preferred. Some experience needed in the operation of heavy equipment or any equivalent combination of experience and training which provides the required knowledge, skills, and abilities.

ADDITIONAL REQUIREMENTS

Prefer possession of a valid Virginia driver's license and a good driving record.

SUPERVISORY RESPONSIBILITIES

None

REPORTING RELATIONSHIP

Reports directly to and is supervised by the Solid Waste Supervisor.

FAIR LABOR STANDARDS ACT STATUS

Non-exempt

SAFETY SENSITIVE POSITION

Yes

* Essential duties