

Romic Environmental Technologies Corp.

AZD 009015389

Chandler, Arizona

TSD Facility

Section H

Personnel Training Programs

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H1 PERSONNEL TRAINING PROGRAMS

H2 PURPOSE

Personnel training is an important facet of operating a safe, efficient waste management facility. The purpose of the Romic's training program is to increase awareness of personnel to environmental, health and safety laws and regulations, facility permit requirements, policies, procedures, and operating plans. Romic is committed to continued excellence, leadership, and stewardship in protecting human health and the environment. Protection of human health and the environment is a primary management responsibility and an important measure of employee performance. Every employee is responsible for environmental protection in the same manner he or she is for safety.

H3 PROGRAM DESCRIPTION

Romic has an extensive training program for facility personnel. The documented training consists of a combination of classroom instruction and on-the-job training as appropriate to each position. The training is designed and presented to teach facility personnel how to perform their duties in a way that ensures the facility's compliance with environmental and health & safety requirements. Additionally, the training program is designed to ensure that facility personnel are able to respond effectively to emergencies by familiarizing them with emergency procedures, emergency equipment, and emergency systems, which include the following areas where applicable:

- Procedures for using, inspecting, repairing, and replacing facility emergency and monitoring equipment;
- Key parameters for waste feed cut-off systems, where applicable;
- Communication and alarms;
- Response to incipient stage fires, explosions, or spills;
- Evacuation procedures;
- Response to potential soil or surface water contamination incidents; and
- Shutdown of operations.

The training program has been developed to the depth needed to fit the needs of each job position. The program uses practical examples of situations commonly found at Romic. The content of the training program will be added, updated, or dropped as requirements change.

The training program courses include, but are not limited to, the following:

* Please note, "HAZWOPER," Hazardous Material/Waste Transportation, Health and Safety Training and Customized Training are not a Part B training program requirement; however, they are discussed since Romic conducts this training in accordance with other regulations or internal policy.

- **Hazardous Waste Operations and Emergency Response (“HAZWOPER”) Training*** in accordance with 29 CFR 1910.120. Appropriate facility personnel successfully complete at least 24 hours of initial training and 8 hours of refresher training annually thereafter. This training may be combined with other appropriate training (i.e., Hazardous Waste Management Training).
- **Hazardous Waste Management Training** in accordance with 40 CFR 264.16. This training may be combined with other appropriate training (i.e., “HAZWOPER” Training). An example training course outline is shown in Table H-1 entitled “Example Hazardous Waste Management Training.”
- **Hazardous Materials/Waste Transportation Training*** in accordance with 49 CFR 172.800 (b). The appropriate facility personnel successfully complete initial training within 90 days after the date of their employment or new position at the facility involving transportation duties. Additionally, the appropriate facility personnel successfully complete refresher training triennially thereafter. This training may be combined with other appropriate training (i.e., “HAZWOPER” Training).
- **Health and Safety Training*** in accordance with 29 CFR 1910.120. All facility personnel attend sessions or receive this training monthly through departmental briefings.
- **Confined Space Training** in accordance with 29 CFR 1910.120 and 29 CFR 1910.146. This training shall be provided to all personnel who may be involved with a confined space entry including attendant and rescue personnel. This training may be combined with other appropriate training (i.e., “HAZWOPER” Training).
- **Customized Training*** is not required by laws and regulations; however, this training is developed to address specific facility personnel training needs. It may also be used as refresher-type training for specific subject matters covered in any of the above courses. Examples of customized training may include: basic chemistry training, waste classification training, emergency preparedness training, emergency coordinator training, reportable quantity training, emergency response drill training, first aid training, CPR training, etc.

In addition to the Training Program, Romic has a Drug and Alcohol Policy. Romic conducts pre-employment drug screening and all facility personnel that handle hazardous waste are randomly tested for drugs and alcohol.

H4 TRAINING SCHEDULE

Facility personnel shall successfully complete the required Hazardous Waste Management Training within six months after the date of their employment, assignment to the facility, or to a new position at the facility. This training may be combined with other appropriate training (i.e., Hazardous Waste Operations and Emergency Response “HAZWOPER” Training).

Prior to any person beginning work unsupervised, he or she will have to complete, and demonstrate necessary competence in, all required training associated with their job title. In some cases, the initial

training or parts thereof may be waived if the new employee has documentation of previous work training equivalent to the initial training or part thereof and successfully demonstrates his/her competence. Annual refresher training shall consist of a review of the initial training and will at a minimum be incorporated into the 8 hour "HAZWOPER" refresher training. The refresher course curriculum will be determined by the Environmental Health and Safety Manager depending upon facility needs, or significant regulatory changes, which have occurred since the previous training was presented.

H5 TESTING

Reasonable understanding of regulations and procedures will be demonstrated by completion of examinations at suitable intervals and/or at conclusion of the training period. Tests will be signed and dated by the participants.

H6 TRAINERS

The training program course instructors are professionals trained in hazardous waste management, health and safety management, emergency response, or facility operations. Generally, the training program courses are instructed or overseen by the Environment Health & Safety Manager with the help of other employees (e.g. Lab Manager, Transportation Manager) in their respective fields of expertise. The training duties and qualifications of employees utilized as trainers are included with their job descriptions. Whenever outside trainers are used (as in Emergency Coordinator and Emergency Response Drills), it will be ensured that those instructors are highly qualified and are able to train facility employees at the high level that this company demands.

H7 RECORDKEEPING

Training records for facility personnel will be kept by the Environmental, Health and Safety Department manager for a minimum of three years. Facility training records include at a minimum the following:

- The job title category for each position at the facility related to hazardous waste management;
- The written job description for each position consisting of the requisite skill, education, or other qualifications, and the duties of the facility personnel. This information is provided in Appendix H-1, Job Descriptions.
- The written description of the type and amount of both introductory and continuing training that will be given to the facility personnel filling each position. This information is shown in Table H-2 entitled "Job Title Categories/Training Requirements";
- The name(s) of the facility personnel filling each position; and
- The documentation (i.e., certificates of completion) that the training has been given and completed by the facility personnel.

TABLES

TABLE H-1
EXAMPLE HAZARDOUS WASTE MANAGEMENT TRAINING

SECTION 1 – INTRODUCTION

This section introduces the personnel to the Romic facility and its history. It also discusses the reason for the training.

SECTION 2 – HAZARDOUS WASTE OPERATIONS

This section discusses the different hazardous waste operations found at the facility and a site tour is given to the personnel.

SECTION 3 – ENVIRONMENTAL/HEALTH & SAFETY LAWS, REGULATIONS AND AGENCIES

This section discusses the laws, regulations, and agencies that govern a Hazardous Waste Facility and its operations. Additionally, this section discusses the written plans and procedures that have been implemented to manage hazardous waste properly and protect human health and the environment. This section also discusses basic waste classification procedures.

SECTION 4 – HAZARDOUS COMMUNICATIONS

This section covers five hazardous communication requirements that include:

1. Material Safety Data Sheets
2. Written Health & Safety Plan
3. Training Requirements
4. Labeling Requirements - Product and Waste
5. Chemical Inventory Programs

SECTION 5 – TOXICOLOGY / MEDICAL MONITORING

This section covers the definition of toxicology and the basic concerns when handling hazardous materials and/or waste. Additionally, the terminology and acronyms that are associated with toxicology and the routes of entry that a chemical may take to gain access into the body. The medical monitoring requirements associated with hazardous waste operations and emergency response are covered.

SECTION 6 – CONFINED SPACES

This section covers the following requirements of Permit Required Confined Space Work:

1. Regulations
2. Definitions
3. Roles and Descriptions
4. Atmospheric Hazards
5. Instrumentation
6. Permit System

SECTION 7 – FIRE TRAINING PROGRAM

This section covers the classes of fires and the extinguishing medium required. This section of training also emphasizes the importance of responding only to incipient stage fires and procedures for evacuation. Additionally, the types and location of fire suppression systems at the Romic facility are covered.

TABLE H-1
EXAMPLE HAZARDOUS WASTE MANAGEMENT TRAINING

SECTION 8 – SITE CHARACTERIZATION / HEALTH & SAFETY PLANNING

This section covers the necessary requirements for performing a site hazard assessment for the purpose of developing a site Health & Safety Plan.

SECTION 9 – SITE CONTROL / DECONTAMINATION

This section covers the requirements for the following site isolation perimeters and zones:

1. Perimeter Security
2. Exclusion Zone
3. Contamination Reduction Zone
4. Cold Zone / Support
5. Staging Area

Additionally, the fundamentals and methods of decontamination are covered.

SECTION 10 – SAFETY AND HAZARD AWARENESS

This section informs the personnel of potential hazards (i.e., slips, trips, falls, overhead hazards, chemical exposure, etc.) that are associated if good housekeeping throughout the facility is not maintained.

SECTION 11 – RESPIRATORY PROTECTION

This section covers the concerns of hazardous chemicals entering the body through the respiratory system and their affects on the body. Additionally, the following items are covered:

1. Types of Respiratory Protection
2. Selection Criteria
3. Limitations
4. Medical Requirements and Monitoring
5. Fit Testing Methods
6. Preventative Maintenance, Inspection and Maintenance
7. Initial Fit Test, Annual or Change in Equipment

SECTION 12 – PERSONAL PROTECTIVE EQUIPMENT

This section covers the concerns that are associated with the potential for skin exposure. In addition the following items are covered:

1. Four Levels of Personal Protection Equipment (A,B,C,D)
2. Selection Criteria
3. Types of Material
4. Limitations
5. Degradation, Penetration, Permeation Theory
6. Donning Procedures
7. Discarding Methods
8. Maintenance

TABLE H-1
EXAMPLE HAZARDOUS WASTE MANAGEMENT TRAINING

SECTION 13 – INSTRUMENTATION / ENGINEERING CONTROL DEVICES

This section covers the various types of engineering control devices that are utilized for the purposes of limiting and/or preventing exposures to facility personnel and potential hazardous releases.

SECTION 14 – EMERGENCY RESPONSE

This section covers the fundamental structure and requirements of emergency response, starting with the Incident Command Structure, and the necessary roles and descriptions that are associated with an effective response program. Additionally, the implementation of the facility Contingency Plan is covered.

SECTION 15 – WASTE / CONTAINER MANAGEMENT

This section discusses the proper management of waste and containers including bonding and grounding, marking, labeling, segregation, secondary containment, aisle space, inspections, etc.

TABLE H-2
JOB TITLE CATEGORIES/TRAINING REQUIREMENTS

JOB TITLE CATEGORIES	1	2	3	4	5
ENGINEERING	X	X		X	X
FIELD SERVICES	X	X	X	X	X
LABORATORY PERSONNEL	X	X		X	X
OPERATIONS	X	X	X	X	X
PLANT MAINTENANCE	X	X		X	X
PRODUCTION	X	X	X	X	X
ENVIRONMENTAL, HEALTH & SAFETY	X	X	X	X	X
WAREHOUSE	X	X	X	X	X

LEGEND:

1. Hazardous Waste Operations and Emergency Response (“HAZWOPER”) Training.
2. Hazardous Waste Management Training.
3. Hazardous Material/Waste Transportation Training.
4. Health & Safety Training Meetings.
5. Customized Training.

APPENDIX H-1

**ROMIC ENVIRONMENTAL TECHNOLOGIES - SOUTHWEST
POSITION DESCRIPTION**

POSITION TITLE: Operations Manager

DEPARTMENT: Operations

REPORTS TO: General Manager

GENERAL DESCRIPTION

Oversee and manage the following areas of operation: Production, Laboratory, Transportation, Truck Maintenance, Warehouse, and Plant Maintenance.

DUTIES/RESPONSIBILITIES

1. Be a hands-on manager that is involved with his/her managers, working with them and walking the site.
2. Develop department managers into a cohesive, well defined group with regular working meetings and communication.
3. Be involved with developing/implementing a training program for the positions within the operations department (including skills demonstration, technical knowledge, job safety, emergency procedures, etc.) in conjunction with human resources and EHS.
4. Responsible for maintaining effective communication between all departments interfacing with the operations group.
5. Be involved in recruiting, performance reviews, goal setting and job descriptions.
6. Will prioritize all projects/activities within operations group (based on feedback from department managers and leadership group) and maintain focus on priorities.
7. Manage all phases of plant production and areas impacting production rates, storage and disposition of product and residual waste.
8. Plant production- how much can be handled on a regular basis. Work to maximize capacity, minimize bottlenecks and down time with clear direction and future needs.
9. Define production capacity for all equipment available.
10. Establish throughput rates and changes due to equipment changes, i.e., dirty coils, heat exchangers, etc.
11. Maintain updated cost analysis for all services (waste water, recycling, fuels, solids etc.) which include labor, utilities, depreciation, equipment replacement and others.
12. Responsible for minimizing operating cost by implementing programs to achieve cost reduction in transportation, drums, utilities, chemical purchases, disposal, etc.
13. Work with lab to maintain effective quality control/assurance program.
14. Manage safety, environmental and quality control programs to meet federal regulations and Romic compliance.

15. Be involved with management team and help set the course for the company's future.
16. Will act in the capacity of implementing group policy and procedures.
17. Responsible for contributions to our high standards of customer relations.
18. Work with Sales manager in handling conflicts with customers regarding product quality or service.
19. Establish pricing for all incoming profiles giving final approval.
20. Substitute as transportation dispatcher in his absence.
21. Work with accounting to supply information to assure that billing is correct.
22. Work with human resources to select and maintain the uniform company's performance.
23. Be available to manage any portion at Romic SW to ensure that the day to day operation continues.
24. Acts as the first alternate Emergency Coordinator by being on call at all times when the primary Emergency Coordinator is not available (Reached by pager or cellular telephone).

REQUIREMENTS

1. College degree in business/management, engineering, approved equivalent or ten years experience in related field.
2. Hazardous waste facility management experience or facility operations management experience.
3. Familiarity with and experience in hazardous waste operating regulations.

**ROMIC ENVIRONMENTAL TECHNOLOGIES - SOUTHWEST
POSITION DESCRIPTION**

POSITION TITLE: Environmental, Health and Safety Manager

DEPARTMENT: Environmental, Health & Safety

REPORTS TO: Corporate EHS

GENERAL DESCRIPTION

Oversee and manage facility compliance with EPA, OSHA, DOT and other applicable regulations. Provide senior management leadership, facilitate communication between and within departments. Mentor and develop supervisory staff environmental and safety management skills through day to day communication.

Duties/Responsibilities:

1. Develop and maintain programs which assure facility environmental compliance and maintenance of a safe working environment for employees.
2. Facilitate general compliance through “hands on” leadership, direction and communication.
3. Ensure reporting requirements are met in a timely manner with accurate information.
4. Respond to requests for information/ interpretation by other departments.
5. Monitor facility permit compliance through routine inspection and analysis.
6. Acts as an alternate Emergency Coordinator for incidents involving hazardous wastes, and provides the necessary reporting to government agencies. Maintains the Emergency Contingency Plan.
7. Research, review and interpret regulatory issues, promulgated regulations and final regulatory (new and existing) requirements as they apply to the facility and customers.
8. Interface with tribal, federal and state officials regarding Romic’s operations and activities, and act as liaison in permit and rule development, interpretation, and implementation as appropriate.
9. Develop, implement, track and manage department budget.
10. Ensure development and maintenance of all OSHA required programs as well as additional health and safety programs as appropriate.
11. Periodically assess the integrity of the operating log, inspections, and permit-required documentation, and maintain employee OSHA files and other recordkeeping activities relative to environmental, health and safety compliance.
12. Identify and catalyze change where needed in the Corporation in order to improve efficiency, competitiveness.
13. Participate in strategic planning activities as needed.

14. Design, implement, maintain and perform training consistent with the established training program.
15. Other duties as assigned.

REQUIREMENTS

1. BA/BS in Environmental or a related field preferred.
2. 3 yrs experience or equivalent in the Environmental Field.
3. Good computer literacy.
4. Excellent written and verbal skills as well as demonstrable management skills.
5. Good working knowledge of EPA, DOT and OSHA regulations required.
6. Strong organizational and project management skills required.
7. Ability to effectively interact with all employees at all levels through the corporation required.
8. Strong leadership and integrity desired.
9. Professional designations such as CHMM, CET preferred.

**ROMIC ENVIRONMENTAL TECHNOLOGIES -SOUTHWEST
POSITION DESCRIPTION**

POSITION TITLE: Field Service Manager

DEPARTMENT: Field Services

REPORTS TO: General Manager

GENERAL DESCRIPTION

The Field Service Manager is responsible for the daily operations of personnel and equipment within the Field Services Department. This position has responsibility for ensuring adherence to all Federal, State and local rules and regulations, as well as Romic's Code of Ethics.

DUTIES/RESPONSIBILITIES

1. Development of proposals and quotations for projects
2. Develop and implement health and safety plans
3. Ensure project billings are complete and accurate
4. Maintain each project's Profit/Loss Statements
5. Develop and maintain department budget
6. Ensure Compliance with DOT, EPA, and State regulations governing packaging, transportation, storage and disposal of hazardous waste
7. Evaluate job hazards and determine the proper personnel protective equipment
8. Work with the Sales Manager to develop new marketing strategies
9. Communication with customers regarding job progress
10. Ensure personnel training is in line with industry standards
11. Work with Technical Sales Managers to maintain current accounts and secure future accounts
12. Supervise and evaluate personnel within Field Service Department
13. Coordinate operations with Plant Manager/ EHS Manager to ensure continuous regulatory compliance
14. Acts as an alternate Emergency Coordinator by being on call at all times when the primary or first alternate Emergency Coordinator is not available (Reached by pager or cellular telephone).
15. Directs Field Service crews' onsite activities in the event of incidents requiring emergency response and cleanup.

REQUIREMENTS

1. Requires a four year college degree or work related equivalence
2. Previous management experience within the hazardous waste industry
3. Comprehensive understanding of EPA and DOT regulations
4. Knowledge and comprehension of accounting systems
5. Professional attitude towards the environment
6. Capable of interfacing professionally and efficiently with customers and regulatory agencies

ROMIC ENVIRONMENTAL TECHNOLOGIES - SOUTHWEST POSITION DESCRIPTION

POSITION TITLE: General Manager, Romic Southwest

DEPARTMENT: Administration

REPORTS TO: President

GENERAL DESCRIPTION

This individual will be responsible for managing a safe, efficient and profitable hazardous waste resource recovery facility. The individual will coordinate with corporate staff, Accounting, Environmental, Finance, Operations and Sales and Marketing and will have direct reporting to the President. The individual will have sales, operational, environmental and finance background to mentor group managers at this facility. The General Manager has overall responsibility for the management of the facility.

DUTIES/RESPONSIBILITIES

1. Develop and implement strategic plan with leadership from where it is now, to where it needs to be in five years.
2. Be a "hands on" manager that is involved with his/her managers, working with them and walking the site.
3. Develop department managers into a cohesive, well defined group with regular working meetings and communication.
4. Be involved with developing/implementing a training program for the positions within the facility group managers (including skills demonstration, technical knowledge, job safety, emergency procedures, etc.) in conjunction with Human Resources and EHS.
5. Be involved in recruiting, performance reviews, goal setting and job descriptions.
6. Will prioritize with Operations and EHS Managers all projects, activities within operations group (based on feedback from department managers and leadership group) and maintain focus on priorities.
7. Understand all phases of plant production and areas impacting production rates, storage, and disposition of product and residual wastes.
8. Plant production - how much can be handled on a regular basis. Work to maximize capacity, minimize bottlenecks and down time with clear direction and future needs.
9. Define production capacity for all equipment available.
10. Establish throughput rates and changes due to equipment changes, i.e. dirty coils - heat exchangers, etc.
11. Develop tracking program to monitor productivity performance and evaluate personnel and equipment.
12. Maintain updated cost analysis for all services (waste water, recycling, fuels, etc.) which include labor, utilities, depreciation, equipment replacement and others.
13. Responsible for minimizing operating costs by implementing programs to achieve cost reductions in transportation, drums, utilities, chemical purchases, disposal, etc.
14. Work with lab to maintain effective quality control/assurance program.
15. Manage safety, environmental and quality control programs to meet federal regulations and Romic compliance.

16. Be involved with management team and set the course for the company's future.
17. Will act to implement company policies and procedures.
18. Responsible for contributing to our high standard of customer relations.
19. Work with Sales in handling conflicts with customers regarding product quality or service.
20. Interface with sales to potential sell, at what cost and volume.
21. Facilitating and maintaining relations with the Indian community.
22. Negotiating and maintaining good relations with the Lone Butte Industrial Park Board.
23. Interfacing and developing working relationships with agencies, community, Fire Department and city officials.
24. Fostering a professional image for the facility by being a spokesman when appropriate or called upon.
25. Being the visionary for the facility, seeking new opportunities and identifying future markets.
26. Working with the facility sales and marketing, and corporate staff for the development of new business opportunities and strategies. Coordinate these opportunities with corporate management and move as a team player to implement the corporate decision with the facility management.
27. Work to fully develop the management team at the facility, and assure the integration of consistent business practices with other Romic facilities.
28. Responsible for establishing and maintaining a work culture/ethic that is consistent and reflective of our corporate culture.
29. Acts as the Primary Emergency Coordinator (Reached by pager or cellular telephone).
30. Authorizes the commitment of resources needed to carry out the Emergency Contingency Plan.

REQUIREMENTS

1. College degree in business/management, engineering, approved equivalent or ten years experience in related field.
2. Hazardous waste facility management experience or facility operations management experience.
3. Familiarity with and experience in hazardous waste operating regulations.

ROMIC ENVIRONMENTAL TECHNOLOGIES - SOUTHWEST POSITION DESCRIPTION

POSITION TITLE: Facility Engineer

DEPARTMENT: Engineering

REPORTS TO: General Manager

GENERAL DESCRIPTION

Manages the activities of the Engineering Department to support management objectives in the areas of:

- a. Operating efficiency and productivity
- b. Capital expansion and plant modifications
- c. Process and technological upgrades
- d. Meeting environmental, safety, health and other requirements
- e. Maximizing profits and minimizing operating costs

DUTIES/RESPONSIBILITIES

1. Design, install, and commission new plant and facilities, and provide start-up services such as preparation of manual and operating procedures, and training personnel in the use of new plant and equipment.
2. Improve, modify and maintain existing plant to achieve maximum operating efficiency.
3. Ensure compliance with all regulatory agency requirements and obtain all necessary building and operating permits from the relevant authorities.
4. Interface with relevant professional and industry bodies to keep up to date with current developments and requirements in facilities engineering and process technology.
5. Assist in the preparation of the development and capital budget and schedules and administer the capital program.
6. Co-ordinate the activities of the engineering department with maintenance, production, lab, environmental safety, sales and accounting departments to meet schedule, budget, and other operating requirements.
7. Provide economic and technical feasibility studies of proposed projects.
8. Assist the maintenance department with technical advice and other assistance.
9. Promote intra and inter departmental team spirit, and develop the human resources within the department to achieve its maximum potential.

REQUIREMENTS

1. Degree in Mechanical, Electrical, or Chemical Engineering
2. years experience in process plant design, operations, and facilities engineering.

3. Familiar with all engineering disciplines (mechanical, electrical, structural, civil, and chemical)
4. Experience with equipment and process problem solving and troubleshooting.
5. Ten years supervisory/management experience.
6. Team player and ability to lead and motivate people.
7. Professional registration desirable.

**ROMIC ENVIRONMENTAL TECHNOLOGIES - SOUTHWEST
POSITION DESCRIPTION**

POSITION TITLE: Operations Administrative Assistant

DEPARTMENT: Operations

REPORTS TO: Operations Manager

GENERAL DESCRIPTION:

Provides project and technical support for the Operations Manager, Operations Department Managers, as well as provide back-up assistance to the Waste Tracking/Manifesting Coordinator as needed.

DUTIES/RESPONSIBILITIES:

1. Provide project support/project management for the Operation Department Managers.
2. Coordinate activities for the Operations Group and other internal and external customers.
3. Entering and printing outbound manifests and labels.
4. Maintaining files for incoming manifests, drum logs, and outbound profiles.
5. Input and maintain the outbound profile matrix in the Access Program.
6. Input and maintain the outbound profiles on the AS400.
7. Prepare and maintain weekly, monthly, and yearly reports for the Operations Group.
8. Assist with tracking of disposal and transportation bills, cost transfers, chemical ordering, new customer quotes for chemical purchase, and other related functions.
9. Create, organize, maintain, and distribute documents for the Operations Group.
10. Prepare, maintain and distribute correspondence, organizational charts, schedules, calendars, faxes and E-mails for the Operations Group.
11. Provide administrative backup for the Operation Department Managers.
12. Must become proficient in acting as a back up for the Waste Tracking/Manifesting department.
13. Other duties as directed by the Operations Manger or designee.

REQUIREMENT

1. Two years supporting managers in an operations environment or equivalent experience preferred.
2. High School Diploma or equivalent.
3. Ability to maintain a high level of confidentiality.
4. Proficiency in Microsoft Word and Excel applications. Access and Showcase a plus.
5. Motivated and able to work independently and efficiently in a fast paced environment with minimal direction.
6. Excellent verbal and written communication skills.
7. Prior experience in a hazardous waste environment a plus.
8. Must develop thorough understanding of all of Romics' facility permits, and applicable federal, state, and local regulations.

ROMIC ENVIRONMENTAL TECHNOLOGIES - SOUTHWEST POSITION DESCRIPTION

POSITION TITLE: Production Manager

DEPARTMENT: Production

REPORTS TO: Operations Manager

GENERAL DESCRIPTION

Directs work activities and is accountable for all production and warehouse activities. Responsible for applying the appropriate knowledge and equipment to direct the activities of preparation, packaging, and consolidation. Responsible for compliance with environmental regulations and Part "B" permit requirements in all areas and activities within Operations responsibilities.

DUTIES/RESPONSIBILITIES:

1. Develops and maintains Standard Operation Procedures.
2. Ensures compliance with all local, state, and federal regulatory requirements.
3. Motivates and directs the work of all employees through designated supervisors.
4. Maintains a working knowledge of all processing equipment.
5. Interfaces with other departments to ensure efficient operation of plant and coordinates activities with other departments as necessary.
6. Thoroughly understands plant emergency start-up procedures and evacuation.
7. Monitors operating efficiency of all process equipment and addresses inefficiencies as appropriate.
8. Coordinates and conducts operational and safety training.
9. Is fully trained in all emergency and safety operations and maintains knowledge of emergency operational procedures.
10. Responsible for health and safety within area of responsibility.
11. Follow up on health and safety issues.
12. Establishes and maintains available storage capacity by types of materials.
13. Empowers Supervisors with operational knowledge, equipment capability and capacities, associated operating costs and disposal costs so recommendations and decisions can be made at their level.
14. Analyze staffing needs and participates in recruitment of qualified staff to fill vacancies.
15. Maintain and reconcile weekly product inventory report.
16. Maintain and reconcile drum inventory of product cuts.
17. Jointly review drums disposition for outside disposal as candidate for in-house processing such as resins and acid/bases.

18. Evaluate all incoming materials for recycling in lieu of disposal, compare incoming of all cost including volumes processing, disposal and resale pricing versus virgin materials.
19. Responsible for Run and Return Recycling Logs and its billing.
20. Establishes an maintains consistency with Employee Performance Standards.

REQUIREMENTS:

1. Degree in business administration, chemical engineering, mechanical engineering preferred, approved related work experience may be substituted.
2. Seven years experience in related field, including distillation of chemicals.
3. Knowledge of manifesting, labeling, segregation, consolidation of chemical/hazardous material procedures, and related regulations required.
4. Previous experience with computerized inventory control systems.
5. Forklift experience preferred.
6. Must be motivated and able to work independently.
7. Must be willing to work flexible hours.

**ROMIC ENVIRONMENTAL TECHNOLOGIES - SOUTHWEST
POSITION DESCRIPTION**

POSITION TITLE: Shift Supervisor

DEPARTMENT: Production

REPORTS TO: Operations Manager

GENERAL DESCRIPTION

Directs work activities and is accountable for all plant activities. Responsible for applying the appropriate knowledge and equipment to direct the activities of the warehouse and the production line. Responsible for compliance with environmental regulations and Part "B" permit requirements in all areas and activities during your shift of responsibility. Oversee and coordinate all Production and Yard activities that are assigned to you by the Operations Manager.

DUTIES/RESPONSIBILITIES:

1. Develops and maintains Standard Operation Procedures.
2. Ensures compliance with all local, state, and federal regulatory requirements.
3. Motivates and directs the work of all employees under his/hers supervision.
4. Maintains a working knowledge of all processing equipment.
5. Interfaces with other departments to ensure efficient operation of production processing equipment and coordinates activities with other departments as necessary.
6. Thoroughly understands plant emergency start-up procedures and evacuation.
7. Monitors operating efficiency of all process equipment and addresses inefficiencies as appropriate.
8. Conducts operational and safety training as needed.
9. Is fully trained in all emergency and safety operations and maintains knowledge of emergency operational procedures.
10. Responsible for health and safety within area of responsibility.
11. Follow up on health and safety issues.
12. Analyze staffing needs and participates in recruitment and the interviewing process of qualified staff to fill vacancies.
13. Maintain and reconcile product inventory report. Enter into the computer all tank and distillation activities that took place during the shift.
14. Maintain and reconcile drum inventory of product cuts.
15. Responsible for Run and Return Recycling Logs.
16. Establishes and maintains consistency with Employee Performance Standards.
17. Ensure that plant and production equipment is turned off and shutdown properly if supervising the last shift for the day.

18. Make sure all buildings and gates are secure before leaving the facility if your supervising the last shift of operation.
19. Complete employee performance appraisals.
20. Ensure that all employees under your supervision follow company policies, rules and regulations. Provide verbal and written counseling to employees when company policy is violated or needed.

REQUIREMENTS:

1. High school diploma or equivalent.
2. Two years chemical and/or hazardous waste experience.
3. Knowledge of inventory control/tracking systems.
4. One year experience in related field, including distillation of chemicals.
5. Knowledge of manifesting, labeling, segregation, consolidation of chemical/hazardous material procedures, and related regulations required.
6. Previous experience with computerized inventory control systems.
7. Forklift experience preferred.
8. Must be motivated and able to work independently.
9. Must be willing to work flexible hours.

ROMIC ENVIRONMENTAL TECHNOLOGIES - SOUTHWEST POSITION DESCRIPTION

POSITION TITLE: Chemical Handler
DEPARTMENT: Production
REPORTS TO: Shift Supervisor

GENERAL DESCRIPTION

Works in production, pumping, plant clean-up, checking tank levels.

DUTIES/RESPONSIBILITIES

1. Pump waste out of drums
2. Transfers/pump clean intermediate products.
3. Pump up acid and bases.
4. Communicate with Shift Supervisor and Line Operator.
5. Will do confined space entry for tanks and reboilers to clean and scrape coils.
6. Report tank reading gallons.
7. Perform house-cleaning duties (ditches, trough area, empty hoppers, drip buckets, and drip pans.
8. Label drums at production line to warehouse.
9. Drum reclaim product into proper drums using a drumming pump and filter.
10. Unload ROMIC vans and tankers on off shifts.
11. Load tankers and railcars for off site shipment.
12. Operate Vacuum tanker on site.
13. Perform other duties as directed by your supervisor and/or manager.

REQUIREMENTS

1. Shift work required.
2. Chemical handling experience preferred.
3. Requires climbing high ladders and confined space entry through tank opening two (2') in diameter.
4. Willing to work overtime.

**ROMIC ENVIRONMENTAL TECHNOLOGIES - SOUTHWEST
POSITION DESCRIPTION**

POSITION TITLE: Material Drum Handler

DEPARTMENT: Production

REPORTS TO: Shift Supervisor

GENERAL DESCRIPTION

Responsible for general tracking and movement of materials throughout the facility

DUTIES/RESPONSIBILITIES

1. Unload vans to the sampling area and conduct labeling and verify piece counts.
2. Track drums accurately and segregate them accordingly to their dispositioning.
3. Pump-up drums of waste and recyclable material to proper tanks.
4. Desludge drums and crush empties.
5. Keep the desludging area clean and in compliance with the environmental regulations.
6. Conduct the loading of vans from load sheets given by transportation.
7. Be willing and able to cross train with all production warehouse positions.
8. Other duties and specified training may be required as determined by the Operations Manager.
9. Loading outbound vans for disposal.
10. Unloading new or reconditioned drums.
11. Perform other duties as directed by your supervisor and/or manager.

REQUIREMENTS

1. High school diploma or equivalent
2. Forklift experience preferred.
3. Chemical handling experience preferred.
4. Must be able to lift up to 100 pounds.
5. Must be motivated and able to work independently
6. Must be willing to work overtime.

**ROMIC ENVIRONMENTAL TECHNOLOGIES - SOUTHWEST
POSITION DESCRIPTION**

POSITION TITLE: Production Line Operator

DEPARTMENT: Production

REPORTS TO: Shift Supervisor

GENERAL DESCRIPTION

Operating unit - straight distillation of solvents and water.

DUTIES/RESPONSIBILITIES:

1. Attend all meeting and training classes pertaining to position.
2. Understand operation of the distillation systems and keep up with all changes to the units. Perform all jobs related to proper operation.
3. Keep area clean and hoppers empty.
4. Keep records up to date during and end of each run: gallons of product, gallons of still bottoms, tank levels, yields.
5. Must cross train and perform all duties of the Chemical Handlers position.
6. Understand air pumps and how they work in order to work with and operate air pumps.
7. Will perform pumping of clean and intermediate Products.
8. Know and understand products and specifications.
9. Should have the ability to learn and understand the vacuum and V.O.C. systems.
10. Will perform drying of chlorinated and flammable solvents to ROMIC's specifications.
11. Will perform other duties as directed by your supervisor or manager.

REQUIREMENTS:

1. High School Diploma or equivalent.
2. Six months in Production or equivalent work experience.
3. Requires climbing high ladders.
4. Willing to work overtime and shifts.

ROMIC ENVIRONMENTAL TECHNOLOGIES - SOUTHWEST
POSITION DESCRIPTION

POSITION TITLE: Production Warehouse Worker

DEPARTMENT: Production

REPORTS TO: Shift Supervisor

GENERAL DESCRIPTION

Responsible and accountable for the day to day operation of production warehouse. Will oversee personnel to ensure that all facets of the production warehouse get completed in an efficient cost-effective manner.

DUTIES/RESPONSIBILITIES:

1. Coordinate the unloading of incoming vans.
2. Track drums accurately and segregate them accordingly to their dispositioning.
3. Keep the warehouse clean and compliance within the environmental regulations.
4. Conduct the loading of vans from load sheets given by transportation.
5. Have working knowledge of all production warehouse operations including consolidation and liquefaction.
6. Other duties and specified training may be required as determined by the production manager.
7. Ensure all waste is dispositioned appropriately according to customer's requests, regulation and disposal site requirements.
8. Ensure proper preparation, packaging, pouring and containerization methods are used.
9. Work with manifesting and technical services department on resolving "drums on hold".
10. Perform other duties as directed by supervisor and/or manager.

REQUIREMENTS:

1. Have strong leadership abilities.
2. High school diploma or equivalent.
3. Chemical handling experience preferred.
4. Forklift experience preferred.
5. Must be able to lift up to 100 pounds.
6. Must be willing to work overtime.

**ROMIC ENVIRONMENTAL TECHNOLOGIES - SOUTHWEST
POSITION DESCRIPTION**

POSITION TITLE: Production Line Operator

DEPARTMENT: Production

REPORTS TO: Production Manager

GENERAL DESCRIPTION

Operating unit - straight distillation of solvents and water.

DUTIES/RESPONSIBILITIES:

1. Attend all meeting and training classes pertaining to position.
2. Understand operation of the distillation systems and keep up with all changes to the units. Perform all jobs related to proper operation.
3. Keep area clean and hoppers empty.
4. Keep records up to date during and end of each run: gallons of product, gallons of still bottoms, tank levels, yields.
5. Must cross train and perform all duties of the Chemical Handlers position.
6. Understand air pumps and how they work in order to work with and operate air pumps.
7. Will perform pumping of clean and intermediate Products.
8. Know and understand products and specifications.
9. Should have the ability to learn and understand the vacuum and V.O.C. systems.
10. Will perform drying of chlorinated and flammable solvents to ROMIC's specifications.
11. Will perform other duties as directed by your supervisor or manager.

REQUIREMENTS:

1. High School or equivalent.
2. Six months in Production or equivalent work experience.
3. Requires climbing high ladders.
4. Willing to work overtime and work shifts.

**ROMIC ENVIRONMENTAL TECHNOLOGIES - SOUTHWEST
POSITION DESCRIPTION**

POSITION TITLE: Laboratory Manager

DEPARTMENT: Laboratory

REPORTS TO: Operation Manager

GENERAL DESCRIPTION

Oversee the operation and supervision of the TSDF Laboratory

DUTIES/RESPONSIBILITIES

1. Responsible for the hiring, assigning of responsibilities and the overall organization of the laboratory employees.
2. Ensure laboratory payrolls are accurate and that other employee personnel needs are being met.
3. Help set-up and present necessary training programs to assure laboratory employees are trained and safely following documented procedures.
4. Assure laboratory procedures are current and capable of achieving required goals, and that record keeping is adequate and within the requirements of our WAP.
5. Maintain laboratory compliance with OSHA, RCRA, and other regulations as well as per company policy.
6. Assure QA/QC requirements are being met.
7. Evaluate, advise, and determine waste management practices.
8. Provide technical advice and assistance to all areas of the company in order to maintain compliance with regulations and permits.
9. Communicate with regulatory agencies if needed.
10. Interface with other departments in order to expedite the resolution of any problems.
11. Provide assistance to customers in support of the Sales and Customer Service departments.
12. Evaluate the cost effectiveness and efficiencies of processes and procedures in order to maximize company profits.
13. Track and evaluate laboratory workloads and costs in order to prepare budgets and anticipate future needs.
14. Directly responsible for proper dispositioning of profiles and waste accepted on site.
15. Implement new methods and processes needed to meet current and future production needs.
16. Responsible for evaluating, specifying, and implementing laboratory upgrade construction and changes needed to fill production requirements and needs.

REQUIREMENTS

1. BA/BS degree in chemistry or equivalent
2. Five years experience in TSDF operations at the supervisory level.
3. Ability to communicate effectively at all personnel levels using both written and verbal skills.
4. Must be familiar with various TSDF laboratory procedures, process requirements, its instrumentation, and be able to assist at all levels to ensure its smooth and uninterrupted operation.
5. Must be familiar with the plant processes and operation.

ROMIC ENVIRONMENTAL TECHNOLOGIES - SOUTHWEST POSITION DESCRIPTION

POSITION TITLE: Chemist I
DEPARTMENT: Laboratory
REPORTS TO: Laboratory Manager

GENERAL DESCRIPTION

Responsible for ensuring that all drum, bulk, and product analysis are performed in a timely and consistent manner.

DUTIES/RESPONSIBILITIES

1. Responsible for waste sample receiving, log-in, sample preparation, full analysis, and data reporting.
2. Responsible for standards preparation, daily instrument calibration, drum / bulk / product sample archival, and composting.
3. Responsible for tracking waste and production samples during analysis, archival, and composting while providing ease of sample location.
4. Responsible for efficiently operating all analysis related lab equipment including routine maintenance and instrument troubleshooting/ repair.
5. Responsible for preparing compatibility and corrosive drum pumping orders for production.
6. Responsible for using DOT guidelines to properly ship lab samples / product samples to outside laboratories and prospective customers.
7. Responsible for training new employees in wet chemistry methods, general instrument operation, sample tracking, and disposal.
8. Responsible for interacting with the Lab Manager and Co-Workers to ensure efficient lab response to production demands for both process needs and recycled product.
9. Responsible for methods development on existing lab instruments, including, but not limited to, implementing new methods of solvent analysis to fill the changing needs of customers.

REQUIREMENTS

1. Minimum of a BA/BS in a science related field, or two years lab experience with two years secondary education in chemistry related courses.
2. Must have good written and verbal communication skills.
3. Must be a team player able to work independently in a fast paced environment.
4. Must be familiar with general wet chemistry methods and general instrumentation in the laboratory.

ROMIC ENVIRONMENTAL TECHNOLOGIES - SOUTHWEST POSITION DESCRIPTION

POSITION TITLE: Chemist II

DEPARTMENT: Laboratory

REPORTS TO: Laboratory Manager

GENERAL DESCRIPTION

Responsible for ensuring that all analysis performed in the lab are timely and consistent and accurately obtained.

DUTIES/RESPONSIBILITIES

1. Responsible for waste sample receiving, log-in, sample preparation, full analysis, and data reporting.
2. Responsible for standards preparation, daily instrument calibration, drum / bulk sample archival, and composting.
3. Responsible for tracking bulk/ drum samples during analysis, archival, and composting while providing ease of sample location.
4. Responsible for efficiently operating all lab equipment including routine maintenance and instrument troubleshooting / repair.
5. Responsible for acting at the supervisory level for approval and disposition of all completed lab analysis when directed by or in the absence of the Laboratory Manager.
6. Responsible for direct supervision of all laboratory operations in the absence of the Laboratory manager.
7. Responsible for training new employees in wet chemistry methods, general instrument operation, sample tracking, and disposal.
8. Assume responsibilities as Chemical Hygiene Officer to maintain the Lab Industrial Hygiene plan.
9. Responsible for interacting with the Lab Manager and Co-Workers to ensure efficient lab response to production demands for both process needs and recycled product.
10. Responsible for methods development on newly acquired lab instruments, including, but not limited to, Metals analysis on the ICP.

REQUIREMENTS

1. Minimum of a BA/BS in a science related field with two years of lab experience.
2. Must have good written and verbal communication skills.
3. Must be a team player able to work independently in a fast paced environment.
4. Must be familiar with general wet chemistry methods and all instrumentation in the laboratory.

**ROMIC ENVIRONMENTAL TECHNOLOGIES - SOUTHWEST
JOB DESCRIPTION**

POSITION TITLE: Drum Sampler

DEPARTMENT: Laboratory

REPORTS TO: Laboratory Manager

GENERAL DESCRIPTION

Responsible for sampling all waste material received into the facility and assisting warehouse personnel with drum labeling, tracking and other warehouse duties.

DUTIES/RESPONSIBILITIES

1. Perform all required sampling of incoming waste drums.
2. Perform sampling of tanker trucks and railcars.
3. Perform sampling of waste and product storage tanks.
4. Maintain accurate drum analysis sheets.
5. Assist Lab with sample storage and disposal.
6. Label and track drums received into the warehouse
7. Assist warehouse personnel loading and unloading trucks and other operations work as necessary.

REQUIREMENTS

1. High School diploma or equivalent.
2. Six months of Lab / Chemical handling experience preferred.
3. Must be able to work independently in a fast paced environment.
4. Must have good written and verbal communication skills.

ROMIC ENVIRONMENTAL TECHNOLOGIES - SOUTHWEST JOB DESCRIPTION

POSITION TITLE: Laboratory Technician

DEPARTMENT: Laboratory

REPORTS TO: Laboratory Manager

GENERAL DESCRIPTION

Position is responsible for assisting Laboratory Chemist with the waste analysis of all laboratory samples, and backup to the Drum Sampler.

DUTIES/RESPONSIBILITIES

1. Assist Chemist with sample preparation and analysis. This includes sample fingerprint and supplemental analysis including bomb calorimetry, titrations, moisture, gas chromatography, and pH analysis.
2. Accurately complete drum tracking logs and other laboratory reports.
3. Sample all tank trucks, waste and product tanks, and railcars as necessary.
4. Store and dispose of laboratory samples.
5. Maintain satellite waste containers in accordance to Laboratory procedures.
6. Assist Laboratory Drum Sampler as needed.
7. Perform general housekeeping duties such as cleaning countertops and glassware.

REQUIREMENTS

1. High School diploma or equivalent
2. AA degree in a science related field or six months of Lab / Chemical handling experience preferred.
3. Must be able to work independently in a fast paced environment.
4. Must have good written and verbal communication skills.

**ROMIC ENVIRONMENTAL TECHNOLOGIES - SOUTHWEST
POSITION DESCRIPTION**

POSITION TITLE: Manifest Coordinator

DEPARTMENT: Laboratory

REPORTS TO: Lab Manager

GENERAL DESCRIPTION

Supervise the receipt of material into the facility, its subsequent tracking within and out of the facility. Ensure quality control of associated documentation and data integrity of the department's work. Oversee and manage the Document Coordinator's activities. Act as primary backup for the document coordinator. Assist the Operations Manager as necessary.

DUTIES/RESPONSIBILITIES

1. Receive and review all incoming manifests for completeness, accuracy and subsequent entry into the AS/400 database.
2. Generate drum sampling analysis sheets for each manifest and complete all necessary routing of the manifest and its copies.
3. Track and manage department budget.
4. Review manifest and drum tracking system on a routine basis for accuracy.
5. Assist to resolve manifest discrepancies as appropriate.
6. Respond to request for information/ interpretation by other departments.
7. Interface with generators, drivers, brokers and others regarding paperwork.
8. Interface with customer service/technical service and transportation to correct discrepancies and scheduling problems.
9. Participate in meetings and strategic planning activities.
10. Assist Laboratory Manager.
11. Other duties as directed.

REQUIREMENTS

1. High School Diploma or equivalent.
2. Strong organizational skills.
3. General computer literacy including data entry required. MS Office proficiency helpful.
4. Motivated and able to work independently and efficiently in a fast paced environment.
5. Knowledge of Hazardous Waste regulations required.
6. Must have good verbal and written communication skills and the ability to interact effectively with all levels of personnel.

ROMIC ENVIRONMENTAL TECHNOLOGIES - SOUTHWEST
POSITION DESCRIPTION

4/28/98

POSITION TITLE: Document Coordinator

DEPARTMENT: Laboratory

REPORTS TO: Lab Manager

GENERAL DESCRIPTION

Maintain the profile database. Track and coordinate the distribution of incoming profiles. Input and maintain customer waste profile records and files. Act as primary backup to the Waste Acceptance Coordinator. Provide general administrative support to the entire Regulatory Affairs department as needed. Act as one of the backups to the backup to the receptionist position.

This position will be a focal point for customer waste profile information needed by the facility and must, therefore, have good work ethics and an eagerness to provide the highest quality of work possible.

DUTIES/RESPONSIBILITIES

Profiles

1. Distribute and track customer waste profiles through each of the necessary internal departments required to review and approve them.
2. -- Enter the approved customer profile and pricing information into the AS400 database.
3. Copy and mail out approved profile packets, distribute copies as required.
4. Maintain the profile/pricing database as required.
5. Maintain the customer profile files.
6. Print and mail out profile recertification letters monthly.
7. Maintain and route the SID (specific instructions for disposal) list, input SID instructions into the profile database, file SID request forms.
8. Other duties as directed.

Manifesting/Waste Acceptance Backup

1. Receive incoming trucks into the facility and coordinate with operations personnel to ensure off-loading.
2. Receive incoming manifests, ensuring all manifests are accounted for and entered accurately.
3. Check all incoming manifests for completeness (signatures, etc.).
4. Assist in resolving manifest discrepancies.
5. Enter incoming information into the Waste Manifest system.
6. Provide documentation for operations personnel (drum log, manifest copies, etc.).
7. Interface with generators, drivers, brokers and others regarding shipping documents.

REQUIREMENTS

1. High school diploma or equivalent.
2. Strong organizational skills and attention to details.
3. Able to set priorities and manage multiple tasks simultaneously.
4. Must type 45 wpm with high accuracy.
5. Data entry experience required.
6. General computer literacy with Word, MS Office, e-mail proficiency helpful.
7. Motivated and able to work independently and efficiently in a fast paced environment.
8. Must have good verbal and written communication skills and the ability to interact effectively with all levels of personnel.

**ROMIC ENVIRONMENTAL TECHNOLOGIES - SOUTHWEST
POSITION DESCRIPTION**

POSITION TITLE: Transportation Manager

DEPARTMENT: Transportation

REPORTS TO: Operations Manager

GENERAL DESCRIPTION

Manage trucks, drivers, scheduling, and dispatch.

DUTIES AND RESPONSIBILITIES

1. Manage truck drivers.
2. Driver training, equipment, D.O.T. regulations and new driver training.
3. Coordinate trucks with Production and Truck Maintenance.
4. Responsible for truck registration, permits and fuel.
5. Responsible for truck scheduling, order entry, customer service, truck dispatching and all paperwork.
6. Interface with regulatory agencies on equipment certification and inspection (DOT, weight and measure).
7. Work with production in scheduling equipment for service.
8. Ensure that all equipment that transports hazardous materials meet all regulatory agency rules and regulations.
9. Ensure all tractor and equipment records are maintained.
10. Responsible for scheduling incoming and outgoing loads.
11. Responsible for daily dispatch and all necessary paperwork.
12. Keep track of trucks and vans available.
13. Spot trailers for production when needed.
14. Accountable for the efficiency of drivers and equipment.

REQUIREMENTS

1. High School Diploma or equivalent.
2. Class A license with endorsements.
3. Knowledge of D.O.T.
4. Four years truck driving experience.
5. Hazardous materials experience.
6. People-oriented person. Motivator.
7. Must have a minimum of two years supervisor/management experience.
8. Must have a valid Arizona driver's license.
9. Must be certified to do all HM 126 tests on tankers.

**ROMIC ENVIRONMENTAL TECHNOLOGIES -SOUTHWEST
POSITION DESCRIPTION**

POSITION TITLE: Driver I

DEPARTMENT: Transportation

REPORTS TO: Transportation Manager

GENERAL DESCRIPTION

Drive over the road, tankers, vans, local and long haul. Transportation of hazardous materials and hazardous wastes between facility and pick-up/delivery locations in a safe and efficient manner.

DUTIES/RESPONSIBILITIES

1. Responsible for compliance with D.O.T., E.P.A., federal, state and local regulations.
2. Perform daily and weekly inspections of vehicles and associated equipment.
3. Operate vehicle and associated equipment within the safe and legal limits of the law.
4. Ensure all legal documentation associated with the transportation of hazardous materials and/or hazardous waste are in compliance with all regulatory agencies. This includes, but is not limited to manifests, placards, shipping papers, driver logs, daily vehicle inspection reports and permits.
5. Report any mechanical defects to the dispatcher and/or maintenance foreman immediately after detection when the defect is a safety concern.
6. Call dispatcher any time there is a question concerning compliance, customer relations, emergency repairs, spills, accidents, or matters involving regulatory enforcement officers and/or agents.
7. When not driving, drivers are responsible for performing on-site yard duties, and performing general maintenance of vehicles.

REQUIREMENTS

1. High School Diploma or GED equivalent.
2. Three years clean DMV required for position entry. DMV record acceptable for maintaining Romic insurance coverage required for continued employment.
3. Two years Class A driving experience.
4. Must be at least 25 years of age.
5. HAZMAT endorsement.

ROMIC ENVIRONMENTAL TECHNOLOGIES -SOUTHWEST POSITION DESCRIPTION

POSITION TITLE: Driver II

DEPARTMENT: Transportation

REPORTS TO: Transportation Manager

GENERAL DESCRIPTION

Drive over the road, tankers, vans, local and long haul. Transportation of hazardous materials and hazardous wastes between facility and pick-up/delivery locations in a safe and efficient manner.

DUTIES/RESPONSIBILITIES

1. Responsible for compliance with D.O.T., E.P.A., federal, state and local regulations.
2. Perform daily and weekly inspections of vehicles and associated equipment.
3. Operate vehicle and associated equipment within the safe and legal limits of the law.
4. Ensure all legal documentation associated with the transportation of hazardous materials and/or hazardous waste are in compliance with all regulatory agencies. This includes, but is not limited to manifests, placards, shipping papers, driver logs, daily vehicle inspection reports and permits.
5. Report any mechanical defects to the dispatcher and/or maintenance foreman immediately after detection when the defect is a safety concern.
6. Call dispatcher any time there is a question concerning compliance, customer relations, emergency repairs, spills, accidents, or matters involving regulatory enforcement officers and/or agents.
7. When not driving, drivers are responsible for performing on-site yard duties, and performing general maintenance of vehicles.

REQUIREMENTS

1. High School Diploma or GED equivalent.
2. Three years clean DMV required for position entry. DMV record acceptable for maintaining Romic insurance coverage required for continued employment.
3. Two years Class A driving experience.
4. Must be at least 25 years of age.
5. HAZMAT endorsement.
6. One year experience as a Romic driver.

ROMIC ENVIRONMENTAL TECHNOLOGIES -SOUTHWEST POSITION DESCRIPTION

POSITION TITLE: Driver III

DEPARTMENT: Transportation

REPORTS TO: Transportation Manager

GENERAL DESCRIPTION

Drive over the road, tankers, vans, local and long haul. Transportation of hazardous materials and hazardous wastes between facility and pick-up/delivery locations in a safe and efficient manner.

DUTIES/RESPONSIBILITIES

1. Responsible for compliance with D.O.T., E.P.A., federal, state and local regulations.
2. Perform daily and weekly inspections of vehicles and associated equipment.
3. Operate vehicle and associated equipment within the safe and legal limits of the law.
4. Ensure all legal documentation associated with the transportation of hazardous materials and/or hazardous waste are in compliance with all regulatory agencies. This includes, but is not limited to manifests, placards, shipping papers, driver logs, daily vehicle inspection reports and permits.
5. Report any mechanical defects to the dispatcher and/or maintenance foreman immediately after detection when the defect is a safety concern.
6. Call dispatcher any time there is a question concerning compliance, customer relations, emergency repairs, spills, accidents, or matters involving regulatory enforcement officers and/or agents.
7. When not driving, drivers are responsible for performing on-site yard duties, and performing general maintenance of vehicles.

REQUIREMENTS

1. High School Diploma or GED equivalent.
2. Three years clean DMV required for position entry. DMV record acceptable for maintaining Romic insurance coverage required for continued employment.
3. Two years Class A driving experience.
4. Must be at least 25 years of age.
5. HAZMAT endorsement.
6. Five years experience as a Romic driver.

**ROMIC ENVIRONMENTAL TECHNOLOGIES - SOUTHWEST
POSITION DESCRIPTION**

POSITION TITLE: Truck Maintenance Manager, Southwest

DEPARTMENT: Truck Maintenance

REPORTS TO: Operations Manager

GENERAL DESCRIPTION

Manage all aspects of the truck maintenance department, to include preventative maintenance, scheduling, record keeping, parts procurement, and keeping all equipment in compliance with D.O.T. regulations.

DUTIES/RESPONSIBILITIES

1. Coordinate tractor and equipment repairs with the Transportation and Production departments.
2. Ensure that all equipment transporting hazardous materials meet all regulatory agency rules and regulations.
3. Ensure all tractor and equipment records are maintained.
4. Interface with regulatory agencies on equipment certification and inspection (D.P.S., A.D.O.T)
5. Supervise and train personnel in shop on new and technical skills.
6. Perform all duties of a journeyman mechanic.
7. Inspect all driver's daily reports and disposition.

REQUIREMENTS

1. Must be a Registered Tanker inspector, with full knowledge of 49CFR part 180 and HM126 testing procedures.
2. High School diploma/college degree preferred.
3. Must have a Class A. C.D.L. with HAZMAT and tanker endorsements.
4. Hazardous materials experience.
5. Must be able to motivate and interact with different types of people.
6. Must have a minimum of two years supervisor/management experience.
7. Some truck driving experience preferred.
8. Must be a self starter.
9. A.S.E. Certification required.

**ROMIC ENVIRONMENTAL TECHNOLOGIES - SOUTHWEST
POSITION DESCRIPTION**

POSITION TITLE: Truck Maintenance Mechanic

DEPARTMENT: Truck Maintenance

REPORTS TO: Truck Maintenance Manager

GENERAL DESCRIPTION

Conduct all of the procedures of preventive maintenance for tractors, vacuum tankers, stainless steel tanks and van trailers. Train with a journeyman mechanic. Also responsible for associated paperwork on all equipment above. Will take lead responsibility for truck maintenance when supervisor is absent.

DUTIES/RESPONSIBILITIES

1. Perform preventive maintenance on tractors, vacuum tankers, stainless steel tankers and van trailers every sixty days or 10,000 miles.
2. Troubleshoot and repair all phases of repairs on tractors, vacuum tankers, stainless steel tankers and van trailers, such as engine overhaul, transmissions, differentials, rear ends, air brakes, hydraulic brakes, front and rear end suspension.
3. Do all testing on MC 306, 307, 312 tankers such as hydrostatic testing, internal visual and external inspection, leakage test as per HM 183.
4. Complete repair and preventive maintenance on forklifts.
5. Inspect all driver's daily reports.
6. Work with the supervisor in running the daily shop work schedule.
7. Fill in when supervisor is absent.
8. Work with vendors and supply people, and keep our inventory up on parts needed for repairs.
9. Other duties as directed.

REQUIREMENTS

1. Completion of a diesel-gas truck maintenance repair, vocational or trade school, or four years on the job training.
2. Must have a valid Arizona driver's license. Class A driver's license is a plus.
3. Must score no less than 70 on a mechanic job knowledge test.
4. Must be certified to do all HM 183 tests on tankers.
5. Must be certified to do A/C work and air brakes.
6. Minimum 2 years experience as gasoline engine mechanic.

**ROMIC ENVIRONMENTAL TECHNOLOGIES - SOUTHWEST
JOB DESCRIPTION**

POSITION TITLE: Plant Maintenance Supervisor

DEPARTMENT: Plant Maintenance

REPORTS TO: Operations Manager

GENERAL DESCRIPTION

Supervises and works with maintenance crew in the installation of new projects and in the repair and maintenance of process equipment, ancillary equipment, and buildings.

DUTIES/RESPONSIBILITIES:

1. Run day to day operation in maintenance shop.
2. Assist in scheduling and planning of repair and maintenance of all equipment and systems to keep in good running condition.
3. Help schedule and plan new projects.
4. Ensure all paperwork (e.g. logs, preventative maintenance, work orders, and purchase orders) is completed accurately.
5. Assist in preparation of budgets.
6. Provide crew with tools, proper safety equipment/safety precautions, and training to perform job.
7. Keep inventory and order spare parts, with manager approval, for equipment, tools, and miscellaneous equipment needed for maintenance crew to keep plant operational at all times.
8. Assist in modifying existing equipment/systems and construction and installation of new equipment/systems.
9. Provide plant personnel with technical support on processes and equipment.
10. Help perform yearly evaluations for maintenance crew.

REQUIREMENTS:

1. High school diploma or equivalent
2. Minimum five years job-related experience in related industry.
3. Must have be able to read plant layout schematics and have good mechanical/electrical knowledge of all plant equipment/systems and be able to apply it.
4. Certified Welder preferred.
5. Must be able to maintain, troubleshoot, repair, and start up/shut down all equipment/systems in plant.
6. Must interact well with all personnel at all levels using both verbal and written skills.
7. Must be able to lead, motivate, and train personnel.
8. Must have positive company attitude.

9. Must be team oriented with a hands on/priority focused-ability to focus crew on urgency to complete projects/jobs and planning.
10. Participate in confined space entry.

**ROMIC ENVIRONMENTAL TECHNOLOGIES - SOUTHWEST
POSITION DESCRIPTION**

POSITION TITLE: Maintenance Mechanic I

DEPARTMENT: Maintenance

REPORTS TO: Maintenance Manager

GENERAL DESCRIPTION

The Maintenance Mechanic is responsible for performing mechanical maintenance and repair of the building and building equipment and production equipment in several different areas.

DUTIES/RESPONSIBILITIES

1. Perform a wide variety of skilled tasks in the maintenance and repair of plumbing and pump installation.
2. Welding of certain areas within the facility.
3. Painting of facility buildings and equipment.
4. Carpentry work.
5. Light electrical work.
6. Respond to employees requests within the company for tasks such as moving furniture and equipment, transporting materials within the facility, etc.
7. Light Janitorial duties including, but not limited to, general sweeping, cleaning, and landscaping maintenance of outdoor plant facilities.
8. Is responsible for cleaning tools/equipment and keeping the storage area in a clean orderly manner.
9. Operates forklifts and company pick-up trucks.
10. Other related duties and projects as assigned.

REQUIREMENTS

1. High school diploma or equivalent
2. Must be able to interact well with all facility personnel
3. Must have good communication skills and be team oriented.
4. Must have the ability to read and work from blueprints.
5. 1-3 years maintenance experience
6. Working knowledge of general facility maintenance practices.

ROMIC ENVIRONMENTAL TECHNOLOGIES - SOUTHWEST POSITION DESCRIPTION

POSITION TITLE: Project Manager

DEPARTMENT: Field Services

REPORTS TO: Field Service Manager

GENERAL DESCRIPTION

The Project Manager is responsible for the accurate and timely completion of projects to the customers' specification. Maintaining regulatory compliance as well as health and safety standards for employees and the general public. Project Manager is responsible for new business development with new and existing customers.

DUTIES AND RESPONSIBILITIES

1. Supervise and assist in categorizing, packaging, consolidating, labeling and manifesting of hazardous waste
2. Communicate job progress to client
3. Supervise and perform confined space entry
4. Develop and implement health and safety plans
5. Perform site safety meetings
6. Ensure Compliance with DOT, EPA, and State regulations governing packaging, transportation and disposal of hazardous waste
7. Perform special projects pertaining to all hazardous waste operations to include tank cleaning, demolition, drum management and confined space entry, etc.
8. Assist Manager in quoting, planning, and coordinating projects
9. Coordinate with the Sales Department to service client needs
10. Perform and evaluate job walks
11. Capable of waste characterization, labeling and manifesting of hazardous waste
12. Ensuring project budgets are maintained.
13. Project billing and end reports are completed in a timely and accurate manner.
14. Supervise and train personnel in hazardous materials operations
15. Communicate with operations concerning the handling, consolidation, blending, and shipping of wastes
16. Comprehensive knowledge of all Federal, State, and Local regulations
17. Maintain Field Service equipment and supplies
18. Determine proper personal protective equipment
19. Knowledge of emergency response procedures
20. Maintain daily man hour/material reports
21. Familiar with equipment operations (forklift, drum crusher, pumps, compressors, etc.)

REQUIREMENTS

1. Bachelor Degree in Environmental Field or approved related work experience may be substituted.
2. Comprehensive knowledge of EPA, DOT and State regulations
3. Capable of interfacing with customers and regulatory agencies
4. Computer skills
5. Capable of obtaining Commercial Drivers License with endorsements
6. Good written and verbal skills

ROMIC ENVIRONMENTAL TECHNOLOGIES - SOUTHWEST POSITION DESCRIPTION

POSITION TITLE: Project Supervisor

DEPARTMENT: Field Services

REPORTS TO: Field Services Manager

GENERAL DESCRIPTION

The Project Supervisor is responsible for the accurate and timely completion of projects to the customers specification. Maintaining regulatory compliance as well as health and safety standards for employees and the general public.

DUTIES AND RESPONSIBILITIES

1. Supervise and assist in categorizing, packaging, consolidating, labeling and manifesting of hazardous waste
2. Communicate job progress to client
3. Supervise and perform confined space entry
4. Develop and implement health and safety plans
5. Perform site safety meetings
6. Ensure compliance with DOT, EPA, and State regulations governing packaging, transportation and disposal of hazardous waste
7. Perform special projects pertaining to all hazardous waste operations to include tank cleaning, demolition, drum management and confined space entry, etc.
8. Assist Manager in quoting, planning, and coordinating projects
9. Coordinate with the Sales Department to service client needs
10. Perform and evaluate job walks
11. Capable of waste characterization, labeling and manifesting of hazardous waste
12. Ensuring project budgets are maintained.
13. Project billing and end reports are completed in a timely and accurate manner.
14. Supervise and train personnel in hazardous materials operations
15. Communicate with operations concerning the handling, consolidation, blending, and shipping of wastes
16. Comprehensive knowledge of all Federal, State, and Local regulations
17. Maintain Field Service equipment and supplies
18. Determine proper personal protective equipment
19. Knowledge of emergency response procedures
20. Maintain daily man hour/material reports
21. Familiar with equipment operations (forklift, drum crusher, pumps, compressors, etc.)

REQUIREMENTS

1. Bachelor Degree in Environmental Field or approved related work experience may be substituted.
2. Comprehensive knowledge of EPA, DOT, OSHA and State regulations
3. Capable of interfacing with customers and regulatory agencies
4. Computer skills
5. Capable of obtaining Commercial Drivers License with endorsements
6. Good written and verbal skills

ROMIC ENVIRONMENTAL TECHNOLOGIES -SOUTHWEST POSITION DESCRIPTION

POSITION TITLE: Field Service Manager

DEPARTMENT: Field Services

REPORTS TO: General Manager

GENERAL DESCRIPTION

The Field Service Manager is responsible for the daily operations of personnel and equipment within the Field Services Department. This position has responsibility for ensuring adherence to all Federal, State and local rules and regulations, as well as Romic's Code of Ethics.

DUTIES/RESPONSIBILITIES

1. Development of proposals and quotations for projects
2. Develop and implement health and safety plans
3. Ensure project billings are complete and accurate
4. Maintain each project's Profit/Loss Statements
5. Develop and maintain department budget
6. Ensure Compliance with DOT, EPA, and State regulations governing packaging, transportation and disposal of hazardous waste
7. Evaluate job hazards and determine the proper personnel protective equipment
8. Work with the Sales Manager to develop new marketing strategies
9. Communication with customers regarding job progress
10. Ensure personnel training is in line with industry standards
11. Work with Technical Sales Managers to maintain current accounts and secure future accounts
12. Supervise and evaluate personnel within Field Service Department
13. Coordinate operations with Plant Manager/Compliance Manager to ensure continuous regulatory compliance

REQUIREMENTS

1. Requires a four year college degree or work related equivalence
2. Previous management experience within the hazardous waste industry
3. Comprehensive understanding of EPA and DOT regulations
4. Knowledge and comprehension of accounting systems
5. Professional attitude towards the environment
6. Capable of interfacing professionally and efficiently with customers and regulatory agencies

**ROMIC ENVIRONMENTAL TECHNOLOGIES - SOUTHWEST
POSITION DESCRIPTION**

POSITION TITLE: Technician II

DEPARTMENT: Field Services

REPORTS TO: Project Supervisor/ Field Service Manager

GENERAL DESCRIPTION

Responsibilities include assisting the field supervisors and Technician III in completing the assigned projects to the customer's satisfaction; the consolidation and repackaging of chemical waste received at the Romic facility.

DUTIES and RESPONSIBILITIES

1. Package, consolidate, label, and manifest labpacks at the generator's facilities
2. Perform special projects pertaining to all hazardous waste operations to include tank cleaning, demolition, drum management and confined space entry, etc.
3. Repackaging, labeling and manifesting outgoing lab-pack waste to meet guidelines of the DOT, EPA and the receiving disposal facility
4. Communicate with operations concerning the handling, consolidation, blending, and shipping of wastes
5. Comprehensive knowledge of all federal, State, and Local regulations
6. Continuous training for EPA, DOT, AND OSHA
7. Maintain Field Service equipment and supplies
8. Maintain records for consolidation of waste
9. Determine proper personal protective equipment
10. Familiar with emergency response procedures
11. Familiar with equipment operations (forklift, drum crusher, pumps, compressors, etc.)
12. Demonstrate vigilance and pro-active attitude toward H&S issues

REQUIREMENTS

1. High School Diploma or equivalent
2. Minimum of two years experience within the hazardous waste industry
3. Comprehensive knowledge of EPA, DOT and State regulations

ROMIC ENVIRONMENTAL TECHNOLOGIES - SOUTHWEST POSITION DESCRIPTION

POSITION TITLE: Technician III

DEPARTMENT: Field Services

REPORTS TO: Project Supervisor/ Field Service Manager

GENERAL DESCRIPTION

Responsibilities include assisting the field supervisors in completing the assigned projects to the customer's satisfaction; the consolidation and repackaging of chemical waste received at the Romic facility; coordinate transportation and acceptance of outbound loads. Capable of supervising projects in the absence of the Project Supervisor.

DUTIES and RESPONSIBILITIES

1. Package, consolidate, label, and manifest labpacks at the generator's facilities
2. Supervise subordinate technicians and sub-contractors
3. Supervise and perform confined space entry
4. Perform site safety meetings
5. Assist Project Supervisor and Chemists in coordinating projects
6. Perform special projects pertaining to all hazardous waste operations to include tank cleaning, demolition, drum management and confined space entry, etc.
7. Repackaging, labeling and manifesting outgoing lab-pack waste to meet guidelines of the DOT, EPA and the receiving disposal facility
8. Communicate with operations concerning the handling, consolidation, blending, and shipping of wastes
9. Comprehensive knowledge of all federal, State, and Local regulations
10. Continuous training for EPA, DOT, AND OSHA
11. Pick up and transport hazardous waste from generators site to disposal facility
12. Maintain Field Service equipment and supplies
13. Maintain records for consolidation of waste
14. Determine proper personal protective equipment
15. Familiar with emergency response procedures
16. Maintain tracking records of waste received into the facility
17. Familiar with equipment operations (forklift, drum crusher, pumps, compressors, backhoes manlifts etc.)
18. Operate equipment (forklift, drum crusher, pumps, compressors, backhoes manlifts etc.)
19. Demonstrate vigilance and pro-active attitude towards H&S issues

REQUIREMENTS

1. High School Diploma or equivalent
2. Minimum of five years experience within the hazardous waste industry
3. Comprehensive knowledge of EPA, DOT, OSHA and State regulations
4. Capable of obtaining Commercial Drivers License with endorsements.
5. Able to communicate effectively with customers

**ROMIC ENVIRONMENTAL TECHNOLOGIES - SOUTHWEST
POSITION DESCRIPTION**

POSITION TITLE: Field Services Coordinator
DEPARTMENT: Field Service
REPORTS TO: Field Service Manager

GENERAL DESCRIPTION

This position is responsible for the daily administration duties of the Field Services Department. In addition, the position provides administrative assistance to the operations/sales groups and provides backup to the receptionist. This position supports all phases of the corporation and acts as a focal point for the administrative personnel.

DUTIES/RESPONSIBILITIES

1. The main function of this position is to support the Field Services Manager and his staff to include correspondence, bid preparation, proposals, proposal / project tracking, billing of projects, coordinating events, calendar, errands, scheduling, information memos, computer files, scheduling meetings, support field teams with information, supplies, client reports, spreadsheets, all other special projects as assigned.
2. Provide administrative support to operations group and sales group as assigned.
3. Assist the Field Service Manager in preparing and tracking P&L statements, TSM kill ratio spreadsheets, tracking of paperwork associated with projects, and other special projects.
4. Maintain computer/project files.
5. Interact and communicate with customers on a daily basis.
6. Provide Technical Sales Managers with Field Service information pertaining to their territories.
7. Act as primary focal point for information concerning Bids, Work Orders, Billing, and other project documentation.
8. Update and send out Field Service Statement of Qualifications and Labpacking procedures to clients and Brokers as requested.
9. Input and maintain Toxic Release Inventory (TRI) database for labpacks.
10. Provide backup to the receptionist.
11. Special projects as assigned.

REQUIREMENTS

1. High School diploma or equivalent.
2. Extremely proficient in the use of various computer systems to include Word, Excel, Access and PowerPoint.
3. Able to interact well with internal and external customers.
4. The ability to keep information within strict confidentiality guidelines.
5. Able to handle multiple tasks for many people.
6. Chemical or hazardous waste experience a plus.

ROMIC ENVIRONMENTAL TECHNOLOGIES - SOUTHWEST POSITION DESCRIPTION

POSITION TITLE: Lab Pack Chemist I

DEPARTMENT: Field Services

REPORTS TO: Project Supervisor / Field Service Manager

GENERAL DESCRIPTION

Segregation, packaging and transportation of hazardous waste according to Federal, State, and local regulations. Capable of supervising operations in the absence of the project supervisor.

DUTIES/RESPONSIBILITIES

1. Serve as a project Team Leader
2. Categorize, package, consolidate, label, and manifest labpacks at generator facility
3. Supervise and perform confined space entry
4. Perform site safety meetings
5. Perform special projects pertaining to all hazardous waste operations to include tank cleaning, demolition, drum management and confined space entry, etc.
6. Repackaging, labeling, and manifesting outgoing lab-pack waste to meet guidelines of the DOT, EPA and the receiving disposal facility
7. Communicate with operations concerning the handling, consolidation, blending, and shipping of wastes
8. Knowledge of all Federal, State, and Local regulations
9. Maintain Field Service equipment and supplies
10. Maintain tracking records for consolidated waste
11. Determine proper personal protective equipment
12. Maintain daily man hour/material reports
13. Pick up and transport hazardous waste from generators site to disposal facility
14. Demonstrate vigilance and pro-active attitude towards H&S issues
15. Familiar with equipment operations (forklift, drum crusher, pumps, etc.)

REQUIREMENTS

1. Bachelors Degree in Chemistry, Environmental Field or approved related work experience may be substituted
2. Comprehensive knowledge of EPA, DOT, OSHA and State regulations
3. Capable of obtaining Commercial Drivers License with endorsements
4. Capable of interfacing with customers
5. Computer skills

6. Good written and verbal skills

ROMIC ENVIRONMENTAL TECHNOLOGIES - SOUTHWEST POSITION DESCRIPTION

POSITION TITLE: Lab Pack Chemist II

DEPARTMENT: Field Services

REPORTS TO: Project Supervisor / Field Service Manager

GENERAL DESCRIPTION

Segregation, packaging and transportation of hazardous waste according to Federal, State, and local regulations. Capable of supervising operations in the absence of the project supervisor.

DUTIES/RESPONSIBILITIES

1. Serve as a project Team Leader
2. Categorize, package, consolidate, label, and manifest labpacks at generator facility
3. Supervise and perform confined space entry
4. Develop and implement health and safety plans
5. Perform site safety meetings
6. Assist in quoting, planning, and coordinating projects
7. Perform and evaluate job walks
8. Perform special projects pertaining to all hazardous waste operations to include tank cleaning, demolition, drum management and confined space entry, etc.
9. Repackaging, labeling, and manifesting outgoing lab-pack waste to meet guidelines of the DOT, EPA and the receiving disposal facility
10. Supervise and train lab-pack personnel in hazardous materials operations
11. Communicate with operations concerning the handling, consolidation, blending, and shipping of wastes
12. Comprehensive knowledge of all Federal, State, and Local regulations
13. Maintain Field Service equipment and supplies
14. Maintain tracking records for consolidated waste
15. Determine proper personal protective equipment
16. Knowledge of emergency response procedures
17. Maintain daily man hour/material reports
18. Pick up and transport hazardous waste from generators site to disposal facility
19. Demonstrate vigilance and pro-active attitude toward H&S issues
20. Familiar with equipment operations (forklift, drum crusher, pumps, compressors, etc.)

REQUIREMENTS

1. Bachelors Degree in Chemistry, Environmental Field or equivalent work experience may be substituted

2. Comprehensive knowledge of EPA, DOT, OSHA and State regulations
3. Capable of obtaining Commercial Drivers License with endorsements
4. Capable of interfacing with customers
5. Computer skills
6. Good written and verbal skills