

King County Department of Natural Resources & Parks

Essential Employee Designations

Date: Initial Release-December 18, 1998; **Modified**

Division: King County Solid Waste Division

Staff with a designation of one (1) should arrive on site as assigned. All staff with designation of two (2) or three (3) must call in for assignment and are expected to appear on site by the 2nd or 3rd day as scheduled, unless otherwise instructed.

RECORDED EMERGENCY INFORMATION: (206) 296-6633 or (206) 205-1188

Section	Job Title/Function	Designation	Task
Administration	DIVISION DIRECTOR	1	<i>Run Division</i>
Administration	ASSISTANT DIVISION DIRECTOR	1	<i>Run Division</i>
Administration	CONFIDENTIAL SECRETARY	1	<i>Assist Division Manager</i>
Administration	ADMINISTRATIVE SPECIALIST III	3	<i>Call In</i>
Administration	ADMINISTRATIVE OFFICE ASSISTANT	3	<i>Call In</i>
Administration	COMMUNICATIONS PLANNER	1	<i>Coordinate Public Info</i>
Administration	COMMUNICATIONS SPECIALIST	2	<i>Call In</i>
Administration	INTERGOVERNMENTAL RELATIONS LIAISON	3	<i>Call In</i>
Administration	LABOR RELATIONS SPECIALIST	3	<i>Call In</i>
Administration	FACILITATOR	3	<i>Call In</i>
Administration	HUMAN RESOURCES MANAGER	3	<i>Call In</i>
Administration	SENIOR HUMAN RESOURCES ANALYST	3	<i>Call In</i>
Administration	HUMAN RESOURCES ANALYST	3	<i>Call In</i>
Administration	ECONOMIST	3	<i>Call In</i>
Administration	FINANCIAL ANALYST	3	<i>Call In</i>
Administration	PROGRAM/PROJECT MANAGER II, III	3	<i>Call In</i>
Administration	SAFETY OFFICER	1	<i>Assist with response</i>
Administration	HEALTH & ENVIRONMENTAL INVESTIGATOR II	1	<i>Assist with response</i>
Engineering	SECTION MANAGER	1	<i>Coordinate Section</i>
Engineering	ADMINISTRATIVE SPECIALIST III	3	<i>Call In</i>
Engineering	MANAGING/SUPERVISING ENGINEER	1	<i>Coordinate Engineers</i>
Engineering	SENIOR ENGINEER/ENGINEER	1	<i>Inspect Facilities</i>
Engineering	ENGINEERING TECHNICIAN	3	<i>Call In</i>
Engineering	ENVIRONMENTAL PROGRAM COORDINATOR	3	<i>Call In</i>
Engineering	HEALTH & ENVIRONMENTAL INVESTIGATOR II	1	<i>If responding to HazMat</i>
Engineering	HEALTH & ENVIRONMENTAL INVESTIGATOR II	3	<i>Call In</i>
Engineering	SPECIAL WASTE SUPERVISOR	1	<i>Coordinate Special Waste Unit</i>
Finance & Admin	SECTION MANAGER	1	<i>Coordinate Section</i>
Finance & Admin	ADMINISTRATIVE SPECIALIST	3	<i>Call In</i>
Finance & Admin	ASSISTANT ACCOUNTANT	3	<i>Call In</i>
Finance & Admin	ACCOUNTANT	3	<i>Call In</i>
Finance & Admin	SENIOR ACCOUNTANT	3	<i>Call In</i>
Finance & Admin	FISCAL SPECIALIST III	3	<i>Call In</i>
Finance & Admin	ACCOUNTS RECEIVABLE SUPERVISOR	2	<i>Call In</i>
Finance & Admin	ACCOUNTING SUPERVISOR	2	<i>Call In</i>
Finance & Admin	BUSINESS & FINANCE OFFICER II	3	<i>Call In</i>
Finance & Admin	CONTRACT OFFICER	2	<i>Call In</i>
Finance & Admin	CONTRACT ANALYST	3	<i>Call In</i>
Finance & Admin	INFORMATION SYSTEMS MANAGER	1	<i>Restore computer systems</i>
Finance & Admin	DATABASE ADMINISTRATOR, SENIOR	1	<i>Restore computer systems</i>
Finance & Admin	LAN ADMINISTRATOR, SENIOR	1	<i>Restore computer systems</i>

Section	Job Title/Function	Designation	Task
Finance & Admin	LAN ADMINISTRATOR, JOURNEY	1	<i>Restore computer systems</i>
Finance & Admin	IT SYSTEMS SPECIALIST, SENIOR	1	<i>Restore computer systems</i>
Finance & Admin	FISCAL SPECIALIST III, IV – PAYROLL	2	<i>Call In</i>
Finance & Admin	ADMINISTRATOR II	3	<i>Call In</i>
Finance & Admin	INVENTORY/PURCHASING SPEC III	2	<i>Call In</i>
Finance & Admin	INVENTORY PURCHASING SPEC II	3	<i>Call in</i>
Operations/All	SECTION MANAGER	1	<i>Coordinate Sections</i>
Operations/All	SUPERVISOR I, II, III	1	<i>Coordinate Units</i>
Operations/Admin	PROGRAM/PROJECT MANAGER I	3	<i>Call In</i>
Operations/Admin	ADMINISTRATIVE SPECIALIST I, II, III	3	<i>Call In</i>
Operations/Landfill	EQUIPMENT OPERATOR	1	<i>Sand and clear roads, etc.</i>
Operations/Landfill	EQUIPMENT OPERATOR LEAD	1	<i>Assist with response</i>
Operations/Landfill	LANDFILL GAS OPERATOR I	1	<i>Flares/contain gas</i>
Operations/Landfill	LANDFILL GAS OPERATOR II	1	<i>Flares/contain gas</i>
Operations/Landfill	UTILITY WORKER II, III	1	<i>Assist with clearing roads, etc.</i>
Operations/Landfill	SECURITY OFFICER	1	<i>Monitor site</i>
Operations/Landfill	WASTEWATER TREATMENT OPERATOR	1	<i>Contain leachate</i>
Operations/Landfill	SENIOR WASTEWATER TREATMENT OPERATOR	1	<i>Contain leachate</i>
Operations/Landfill	HEALTH & ENVIRON INV I – Waste Screeners	3	<i>Call In</i>
Operations/Shop	PROGRAM/PROJECT MANAGER III	2	<i>Call In</i>
Operations/Shop	MAINTENANCE PLANNER/SCHEDULER	2	<i>Call In</i>
Operations/Shop	TECH INFO PROCESSING SPECIALIST – SPOC	2	<i>Call In</i>
Operations/Shop	CARPENTER I	2	<i>Call In</i>
Operations/Shop	CARPENTER II	1	<i>Assess/repair facilities</i>
Operations/Shop	ELECTRICIAN II	1	<i>Assess/repair electrical system</i>
Operations/Shop	SCALE TECHNICIAN	1	<i>Assess/repair gates, etc.</i>
Operations/Shop	UTILITY WORKER ASSISTANT – LITTER CREW	2	<i>Call In</i>
Operations/Shop	UTILITY WORKER III – LITTER CREW LEAD	1	<i>Assist with response</i>
Operations/Shop	MECHANIC/AUTO MACHINIST I	2	<i>Call In</i>
Operations/Shop	MECHANIC/AUTO MACHINIST II	1	<i>Assess/repair equipment</i>
Operations/Shop	OILER	2	<i>Call In</i>
Operations/Shop	OILER LEAD	1	<i>Assess/repair equipment</i>
Operations/Shop	WELDER	2	<i>Call In</i>
Operations/Shop	WELDER LEAD	1	<i>Assess/repair equipment</i>
Operations/Transfer	ADMINISTRATIVE SPECIALIST II – TSO Schedulers	2	<i>Call In</i>
Operations/Transfer	SCALE OPERATOR	2	<i>Call In</i>
Operations/Transfer	SCALE OPERATOR LEAD	2	<i>Call In</i>
Operations/Transfer	TRANSFER STATION OPERATOR	2	<i>Call In</i>
Operations/Transport	TRUCK DRIVER III	2	<i>Call In</i>
Operations/Transport	TRUCK DRIVER III LEAD	1	<i>Assist with response</i>
RES	SECTION MANAGER	1	<i>Coordinate Section</i>
RES	UNIT SUPERVISORS	1	<i>Coordinate Units</i>
RES	PROGRAM/PROJECT MANAGER IV	1	<i>Assist with response</i>
RES	ADMINISTRATIVE SPECIALIST I, II, III	3	<i>Call In</i>
RES	PROGRAM/PROJECT MANAGER I, II, III	3	<i>Call In</i>
RES	WEB DEVELOPER - SENIOR	2	<i>Post information on website</i>
RES	CUSTOMER SERVICE SPECIALISTS	2	<i>Call In</i>
All Sections	INTERNS/APPRENTICES	Non-essential	