

SOLID WASTE SITE ATTENDANT

General Statement of Duties

Performs responsible work operating and maintaining a solid waste collection site.

Distinguishing Features of the Class

An employee in the class assists the public with unloading and sorting solid waste and recyclable materials at a collection site. Work includes maintaining site in neat and clean condition; operating compactor; providing information about operations and policies to customers; assisting disabled customers; maintaining simple records of work activities; and other related tasks. The employee is subject to inside and outside environments and extreme temperatures. The employee may also be subject to the final OSHA standards on bloodborne pathogens. Work is performed under regular supervision and is reviewed for public relations, site cleanliness, and accuracy of records.

Duties and Responsibilities

Essential Duties and Tasks

Greets and assists citizens with unloading materials from vehicles; explains recycling and sticker programs and answers questions and enforces policies; assists with sorting materials and storing in appropriate bins.

Screens materials collected for proper content.

Operates chipper to grind yard waste.

Operates front end loader to compact materials in containers and to load mulch.

Operates compactor equipment to pack garbage; greases and maintains equipment; cleans area of stray materials, mows, and sweeps.

Maintains simple records of site activities and numbers of visitors.

Assists elderly and disabled citizens with site use.

Additional Job Duties

Performs related duties as assigned.

Recruitment and Selection Guidelines

Knowledge, Skills, and Abilities

Working knowledge of policies regarding the collection and sorting procedures of various solid waste and recyclable materials.

Ability to communicate policies and information to the public effectively.

Ability to operate and maintain mechanical equipment including compactor.

Ability to interpret and apply policies on waste disposals in various containers and methods.

Ability to establish effective working relations with the public and coworkers.

Ability to understand and follow written and oral instructions.

Ability to maintain simple records of work activities.

Physical Requirements

Must be able to perform life functions of climbing, balancing, stooping, reaching, standing, walking, pushing, pulling, lifting, grasping, talking, hearing, and repetitive motions.

Must be able to perform medium work exerting up to 50 pounds of force occasionally, and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects.

Must possess visual acuity to determine the accuracy, neatness, and thoroughness of the work and to prepare simple records.

Desirable Education and Experience

Ability to read and write and some experience operating equipment and dealing with the public; or an equivalent combination of education and experience.

Special Requirements

Possession of a valid North Carolina driver's license.

Hyde County 2008