

Landfill Attendant position

The Municipality of South Bruce is seeking a Temporary Part Time Landfill Attendant Position to assist with the Mildmay landfill operations during normal operating days (Wednesdays and Saturdays) approx. 11 hours a week, by providing information and support to residents, monitor loads and site activities, collecting applicable fees and provide a variety of maintenance, grounds keeping and routine inspections.

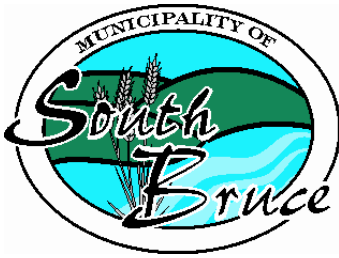
For a full job description below.

Interested candidates are invited to apply by submitting their resume with covering letter and copies of current credentials **by 4:30pm on June 9th, 2023** to:

Rhonda Niesen, Human Resource Assistant
Municipality of South Bruce
21 Gordon St E
PO Box 540
Teeswater, Ontario N0G 2S0

Resumes, cover letters and credentials may also be forwarded to rniesen@southbruce.ca

We thank all applicants who apply, however, only those considered for an interview will be acknowledged. Information obtained during this recruitment process is collected for candidate selection only and is protected by the Municipal Freedom of Information Act. In accordance with Accessibility for Ontarians with Disabilities Act, the Municipality is pleased to accommodate individual needs of applicants with disabilities within the recruitment process. If you require accommodation, please indicate in your application to ensure your participation in the recruitment and selection process.



POSITION DESCRIPTION

POSITION TITLE: Landfill Attendant (Part time)

DEPARTMENT: Public Works SALARY GROUP: 2

DIVISION: Roads

GENERAL SUPERVISOR: Public Works Superintendent

POSITION SUMMARY:

To assist with the landfill operations during normal operating days by providing information and support to residents, monitor loads and site activities, collecting applicable fees and provide a variety of maintenance, grounds keeping and routine inspections.

MAJOR TASKS:

- 1) Accepts direction from the Public Works Superintendent for the planning and prioritizing of work schedules.
- 2) Carries out work assignments using a variety of tools and equipment
- 3) Responsible for using the appropriate piece of equipment for all jobs in a safe, effective manner.
- 4) Under the guidance of the Public Works Superintendent, is responsible for maintenance and cleaning of the landfill building.
 - a) **South Bruce Landfills**
 - i) Assists the public with the sorting and disposal of refuse and recyclable material at the Municipality's landfill sites.
 - ii) Collects appropriate revenue for tipping fees
 - iii) Assists the Public Works Superintendent with maintenance of records as required
 - iv) Assists with the routine maintenance and cleaning of the landfill site
 - v) Performs work in a safe manner, in accordance with the municipality's corporate policies and procedures
 - vi) Assist with operation of scale and relevant equipment
 - b) **Health & Safety**
 - i) Attends employee orientation training
 - ii) Attends other relevant training as directed by the PW Superintendent
 - iii) Maintains equipment, vehicles and tools in safe operating condition
 - iv) Observes hazards and reports them immediately to the supervisor
 - v) Operates all municipal equipment in a safe manner as directed by the supervisor
 - vi) Works with other employees to maintain the municipal buildings in a neat and tidy condition.
 - vii) Wears appropriate personal protective equipment.
 - viii) Is familiar with, and understands the municipality's corporate health and safety policies and procedures.
- 5) Other duties as assigned.

QUALIFICATIONS: Ability to operate a variety of equipment effectively, safely and efficiently. Knowledge of equipment and its capability and what it can and can not do – ability to identify operating problems. Is the holder of a Class “G” driver’s licence.

CONDITIONS OF EMPLOYMENT: Must be able to work in all weather conditions including heat, cold and wet environments. May be required to work beyond the normal hours of work and respond to emergency situations on weekends and during the night

Prepared By: AW

Approved By: JM, LM

Effective Date: September 1, 2021