

Please Post Conspicuously

**OTSEGO COUNTY IS ACCEPTING APPLICATIONS CONTINUOUSLY
FOR THE FOLLOWING VACANCY:**

**SOLID WASTE DEPARTMENT
*TRANSFER STATION ATTENDANT***

PART TIME

\$12.5389/hr

EOE

DISTINGUISHING FEATURES OF THE CLASS: Responsible for the operation of the recycling station at the transfer station in Oneonta and/or Cooperstown. Work includes inspecting deliveries, and accepting or rejecting same, or directing deposit of same in appropriate locations for recycling material including electronics, or other disposal. Does related duties as required.

TYPICAL WORK ACTIVITIES:

- Directs and assists the public with the disposal of recyclables;
- Directs delivery vehicles to recycling areas;
- Performs preventative maintenance on grounds, buildings and equipment and assists in cleaning same;
- Inspects delivered materials and distributes educational material prepared by solid waste department, to encourage proper disposal of recyclables.
- Monitors containers to determine need for emptying.
- Polices area, picking up loose trash, etc.;
- Supervises lower level personnel engaged in duties at facility site;
- Keeps simple records and prepare reports.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES: Good knowledge of equipment, tools, materials, terminology, and safety precaution used in solid waste and recycling management and hauling operations; ability to be courteous and secure the cooperation of the general public and others; ability to solve operations problems as they occur; ability to keep records and make reports; willingness to work under adverse weather conditions; reliability and dependability; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: None Required

CLASSIFICATION: Non-Competitive

Applications are available at the Otsego County Personnel/Civil Service Department, 183 Main Street Cooperstown, NY 13326 or online at www.otsegocounty.com.

DATED: April 16, 2021