

TRANSFER STATION ATTENDANT

DISTINGUISHING FEATURES OF THE CLASS: An employee in this class is responsible for the performance of routine tasks involved with the maintenance of a municipal transfer station and/or recycling center. The work is carried out in accordance with established procedures and involves tasks related to the maintenance of a municipal transfer station and/or recycling center in an orderly condition. The incumbent is also responsible for directing users of the facility to the appropriate areas for placement of recyclables and the disposal of solid waste. Depending on the municipality the work is performed under the general direction or general supervision of a higher level employee. Supervision of others is not a function of this class. Does related work as required.

TYPICAL WORK ACTIVITIES: The typical work activities listed below, while providing representative examples of the variety of work assignments in the title, do not describe any individual position. Incumbents in this title may perform some or all of the following, as well as other related activities not described.

Performs routine tasks to assist in the daily operation of a municipal transfer station and/or recycling center;

Directs users in the proper disposal of acceptable materials and to the appropriate designated dumping areas;

Assists in the opening and closing of the facility;

Maintains the facility in orderly condition, while keeping the area conducive to recycling and solid waste disposal;

Provides pertinent information to facility users regarding acceptable recycling and solid waste disposal methods;

May check permits to assure that all users are authorized to use the facility;

May collect user fees for the items and materials deposited;

May inspect loads to assure compliance with solid waste and toxic materials laws;

May keep simple records and make reports.

May perform other routine grounds keeping tasks, if required.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Ability to acquire knowledge of the laws and requirements for the disposal of solid waste and recyclable materials; ability to understand and carry out simple oral and written directions; ability to communicate to and secure the cooperation of others; ability and willingness to perform simple manual tasks without direct supervision; ability and willingness to work under adverse weather conditions; dependability; sobriety; honesty; physical condition commensurate with the demands of the position

MINIMUM QUALIFICATIONS: None

ULSTER COUNTY
7401 TRNS ST AT
Classification: Labor
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Adopted: November 8, 2005