

Jurisdictional Class: Competitive; Non-Competitive in County
Adopted: October 13, 1993
Revised: August 3, 2010

STATION ATTENDANT

DISTINGUISHING FEATURES OF THE CLASS: This is routine work in the separation of recyclable materials from trash and waste material at a public transfer and recycling site. The attendant collects fees, issues stickers, and assists the users of this service in depositing waste material and trash into designated containers. The attendant may also assist equipment operators in transferring compacted materials out of the transfer site. The work is performed under general supervision. The incumbent does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Opens the collection area to receive materials;
Assists and oversees the usage of Recycling/Transfer Station facility;
Aids users in proper preparation and separation of recyclable materials;
Operates and maintains solid waste station machinery such as bottle crusher, can rollers, balers, and pumps;
Loads and/or unloads trucks and containers;
Bags newspapers, flattens cardboard, crushes glass containers, and flattens aluminum and plastic containers;
Sweeps floors, cleans and picks up in and around solid waste stations and/or facilities, mows grass, moves snow, and scrapes ice;
Maintains simple records on the number of vehicles using the station's facilities, the number of containers loaded each day, and on the use and performance of station equipment;
Collects fees and issues stickers to facility users;
Secures the facility at the close of the day.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES & PERSONAL CHARACTERISTICS:

Working knowledge of the principles, practices, methods, and equipment employed in the operation of a compacting transfer site operation;
Ability to understand and follow oral and written instructions;
Ability to keep simple records;
Ability to get along well with others and be courteous with the public;
Demonstrated ability to receive fees and issue stickers;
Ability to perform basic mathematical functions;
Willingness to work under adverse weather conditions.

MINIMUM QUALIFICATIONS: Either:

- (a) Graduation from high school or possession of a high school equivalency diploma; or
- (b) Two (2) years of general experience in recycling or landfill operations, general construction ,or light automotive operations.

SPECIAL REQUIREMENTS FOR ACCEPTANCE OF APPLICATIONS: Eligibility for an appropriate New York State Driver's license at time of application. Possession of license at time of appointment.