



Madison County Government Vacancy Announcement

Part-Time, 28hr weekly Collection Center Attendant Solid Waste Department

Position Summary:

The Solid Waste Department collaborates with community partners to provide excellent service to Madison County residents with outstanding management of waste collection, recycling and disposal services that are safe, efficient, cost-effective and environmentally sound.

Devoted to collecting and disposing municipal solid waste through the performance of semi-skilled and skilled labor and technical work. Perform standardized work following prescribed procedures and instructions, requiring minimal prior training and experience. Responsible for cleaning facilities and/or equipment, performing basic maintenance of equipment, grounds and facilities; performing manual labor; assisting with projects that require semi-skilled labor; providing customer service; and keeping records and reporting maintenance needs to higher authority as needed. Must be willing to work a flexible schedule, Monday through Saturday.

Work is performed under the immediate supervision of the Solid Waste Department Director.

This position is non-exempt under the Fair Labor Standards Act.

Where to Apply:

Submit an NC State Application to Madison County Human Resources.

Applications will be accepted at: The Madison County HR Office, 107 Elizabeth Lane, Marshall, and may also be submitted via email to hr@madisoncountync.gov.

Madison County Government is an Equal Opportunity Employer.

Essential Tasks:

- Assists in the daily operations of the Madison County Solid Waste Disposal and Recycling Center.
- Ability to provide positive face-to-face customer service through effective verbal and physical communication.
- Cleans convenience center area and directs residents in proper placement of material by guiding them to the proper waste disposal locations.
- Keep the area surrounding the waste disposal cans swept and clean.
- Assists with janitorial duties as needed and assigned by supervisory staff.
- Monitors incoming material for permitted waste and redirects unpermitted material to proper disposal facility within the region.

- Litter collection on or around the landfill property.
- Ensures that all work is performed in accordance with OSHA and Madison County Safety Standards and Policies.
- Position may be utilized in other locations within the County and with other duties as needed.
- Available to work extra hours as needed for special weather events and emergencies.

Knowledge, Skills, and Abilities:

- Ability to apply principles of logical thinking to work tasks and directives given by the supervisor, to comprehend and always respond to a variety of situations in an expedient manner obeying safety regulations. Good judgment is important.
- Ability to use numbers to complete material logs as necessary.
- Ability to speak and express ideas clearly with the public.
- Ability to read and follow safety regulations and Personnel Resolution. Ability to read and follow product guidelines.
- Ability to converse in voice and direct traffic to areas within the facility and utilize two-way radio with internal staff when necessary.

Physical Requirements:

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. Physical demand requirements usually require walking, standing, bending, lifting, climbing, reaching, stooping, and stretching. There is significant use of arms, hands, legs, and feet. A negligible amount of force frequently, and/or constantly to lift, carry, push, pull, or otherwise move objects.

Environmental Conditions:

Environmental Conditions (Hazards) can be associated with this position. Employee will be exposed to municipal solid waste as well as various other items as discarded.

Requirements:

Must be able to lift 50 pounds. Must be able to perform manual labor for long periods of time, at a steady pace and under hot and cold weather conditions. Must be able to understand and follow specific oral and written instructions. Must have good hand eye coordination.

Applicant must be willing to submit and pass a pre-employment drug/alcohol test as well as a criminal background check. This position is subject to health and safety sensitive drug screens. Must possess a valid North Carolina Driver's License.

Salary:

\$13.00 - \$13.39 per hour. Employees working up to 29 hours weekly are eligible for employer sponsored telemedicine, voluntary life insurance, and supplemental insurance plans. This position is eligible for paid sick and vacation leave and paid holidays.