

Job Title:	Asst. Transfer Station Attendant	Job Category:	Assistant Attendant
Department/Group:	Transfer Station	Number of Pos. to Fill:	2 People Needed ASAP
Location:	18 Turner Rd. Wentworth	Travel Required:	No
Level/Salary Range:	\$12.00 per Hour	Position Type:	Part-Time as Needed / On Call
Contact:	Arlene or Glenn	Date Posted:	11/10/2017
Will Train Applicant(s):	Will Train Applicant(s)	Posting Expires:	30 Days or when filled

Applications Accepted By:	
Fax or Email: Fax number: 603-764-9362 Email: townofwentworth@wentworth-nh.org Subject Line: Transfer Station Position	Mail: Town of Wentworth PO Box 2, Wentworth, NH 03282 Attn: Transfer Station Position

Job Description
<p>Role and Responsibilities</p> <p>This position requires a person that can work with the public to help with all needs that pertain to the transfer station which will include but not be limited to the following:</p> <ul style="list-style-type: none"> · When scheduled – Opening and closing the facility on time · Answering questions · Providing pricing for pay to throw items · Collecting money and issuing receipts for paid items · Keeping records of items brought in · Sorting returnable items and crushing non-returnable aluminum cans · Issuing new transfer station stickers · Following all rules and policies as set forth by the federal government, state, town, and management · Must be able to attend training classes and pass tests to be certified as an attendant <p>QUALIFICATIONS</p> <ul style="list-style-type: none"> · Must be able to lift large trash bags, car batteries, bags of crushed cans, plastic totes of empty glass bottles, safely handle large household appliances, etc.... · Must be able to operate a manual can crusher · Must be able to move around uneven ground quickly · Must be able to direct traffic · Must be able to rake up leaves and trash · Must be able to shovel snow · Must be able to perform other duties as required by management · <i>Must be able to keep a positive attitude in all situations occurring while on duty</i>

This position is to provide coverage for the transfer station when someone is out sick or must have time off for personal reasons and well as to work during very busy times or special needs times such as issuing stickers at the beginning of the year while the transfer station is open

The hours of operation are:

Wednesdays from 1:00 pm till 4:00 pm (winter) 3:00 pm till 6:00 pm (summer)

Saturdays and Sundays from 9:00 am till 3:00 pm

You will be called to work as needed but have no set hours

you may need to report and / or stay one half hour early or late as needed