

JOB DESCRIPTION

DATE: November 21, 2024

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| POSITION: | TRUCK / LOADER / GARBAGE WORKER (part time) |
| REPORTING TO: | Solid Waste Manager |
| HOURS OF WORK: | 24 hours or less per week |
| SALARY: | as per Environmental Services Collective Agreement/\$31.30 HOURLY |

GENERAL DUTIES:

- Perform various duties including, but not limited to:
 - Collection of garbage and recyclables;
 - Assisting in recycling duties including bailing and sorting;
 - Ability to operate trucks, heavy equipment and forklift;
 - Attend to vehicle loads to and from landfill site and recycling area;
 - Measure and collect fees ,as required;
 - Open landfill site gate according to schedule;
 - Verify and check all in-coming traffic and related paperwork;
 - Keep written records or required data (i.e. daily site inspection);
 - Keep updated records of cash, cheques and receipts for all monetary transactions;
 - Give directions to customers as to proper unloading procedures;
 - Keep site clean and safe according to MOE certificate of approval requirements;
 - Have all contractors and site visitors sign Safety Policy document;
 - Other duties as assigned within the general scope of the position;
- Ensure safety of self and of others at all times
- Hours will vary and are not guaranteed

REQUIREMENTS:

- Minimum Grade 12 education or equivalent;
- Must possess & maintain a valid “Class DZ” driver’s license and have a clean driver’s abstract;
- Must be punctual and reliable;
- Must have basic mathematical skills
- Must have First Aid & WHMIS training
- Must be of a physical condition that allows him/her to perform work as assigned;
- Ability to perform basic preventive maintenance and safety checks on vehicles and heavy equipment, etc.;
- Ability to work well alone or as part of a team;
- Ability to deal with the public in a courteous and efficient manner;
- Ability to work with little or no supervision
- Ability to work outdoors and withstand extremes in weather conditions;
- Availability to be called upon on an occasional basis;
- Availability to report to work on short notice.

INSTRUCTIONS:

Each application must consist of:

- (1) A resume highlighting contact numbers and details of education and experience

Applications for this position will be accepted, in confidence, until **DECEMBER 6, 2024 AT 4:00 PM.**

Applications should be addressed to: Brigitte Carriere
101-225 Holditch Street, Sturgeon Falls, ON P2B 1T1
E-mail: bcarriere@westnipissing.ca

*West Nipissing Environmental Services welcomes and encourages applications from people with disabilities.
Accommodations are available on request for candidates taking part in all aspects of the selection process.*

While we appreciate the interest of all applicants, only those selected for an interview will be contacted.