



# **JOB OPPORTUNITY!**

## **Transfer Station/Recycling Attendant for the Town of Sidney**

The Town of Sidney is now accepting applications for permanent part-time Transfer Station/Recycling Attendant positions for Fridays, Saturdays, and Sundays, 8:15 AM–4:45 PM.

We are seeking individuals that are motivated self-starters who can work independently and with the public. The ideal candidates should have a passion for interacting with and helping residents, be friendly and approachable and have a great track record of delivering exceptional customer service.

Preferred qualifications include previous job experience in municipal Transfer Station services. An application and detailed job description is available online at [www.sidneymaine.org](http://www.sidneymaine.org) or by request at [townoffice@sidneymaine.org](mailto:townoffice@sidneymaine.org).

We'd love to hear from you if you have the skills and experience we're looking for. Apply today to join our friendly team and help create a positive experience for our residents!

Please submit an application to:  
Town of Sidney  
Attn: Transfer Station Attendant,  
2986 Middle Road, Sidney, ME 04330.

# **Transfer Station/Recycling Attendant Job Description**

## **Nature of Work:**

This is repetitive semi-skilled work involving the process refuse and debris at the Town Transfer/Recycling Station.

Employee of this class is responsible for the operation of the Transfer Station facility; coordinating the disposal and transfer of refuse and debris; overseeing the recycling operation; dealing with the public and maintaining records. Work is performed under the general direction of the Road Foreman in accordance with established procedures and routines. Work is reviewed through discussion and observation of results obtained.

## **Essential Duties and Responsibilities:**

Examples of Work (Illustrative Only):

Opens and closes landfill gates according to schedule.

Directs incoming vehicles to proper dumping areas, checks for appropriate dump stickers.

Supervises separation of trash by users of the site.

Maintains appropriate piles of materials for recycling, for example, newspapers, glass by color, aluminum cans.

Explains Transfer Station procedures to general public; monitors cargo to prohibit disposal of prohibited materials.

Maintains records of Transfer Station operations.

Ensures safety procedures are followed; uses appropriate safety equipment during Transfer Station operations.

Performs related work as may be required.

## **Requirements of Work:**

Ability to maintain Transfer Station in accordance with rules and regulations.

Knowledge of hazards and applicable safety rules and regulations in equipment operation.

Ability to detect need for mechanical servicing of equipment.

Ability to understand and carry out oral instructions and to work independently in the performance of routine duties.

Ability to establish and maintain effective working relationships with the public and other Town employees.

Ability to maintain records.

**Training and Experience Required:**

Sufficient educational background to perform job-related duties.

**Necessary Special Requirements:**

Physical strength and agility sufficient for performing the duties of the job.

*The Town of Sidney is an E.O.E.*