

WHARTON COUNTY, TEXAS
Job Description

Position: Transfer Station Attendant (Part-Time Employee)

Department: Pct. 2 Solid Waste Station

Pay Grade: Class 6J

PRIMARY DUTY:

- Opens and closes transfer station gates according to schedule.
- Directs incoming vehicles to proper dumping areas.
- Positive interaction with the public.
- Handle money and records receipts.

NOTE: * The duties listed above are intended only as illustrations of types of work that may be performed. The omission of specific statements of duties does not exclude them from the position.

MINIMUM QUALIFICATIONS:

- High School diploma or G.E.D. equivalent.
- Valid Texas Drivers License
- Must be able to pass background check, county physical, back screen and drug screen.

KNOWLEDGE, SKILL AND ABILITY:

- Ability to work well the public.
- Ability to handle & balance money.
- Knowledge of safe practice in operating equipment.
- Ability to follow instructions.

SPECIFIC DUTIES:

- Must be able to work Tuesdays and Saturdays.
- Opens and closes transfer station gates according to schedule.
- Supervise separation of trash by users at site.
- Keeps transfer station clean, pick up debris and clean building.
- Balance total amount or money received & balance record sheets each day
- Operate loaders and other compaction equipment.
- Performs other related work as may be required.

PHYSICAL DEMANDS:

- Must be able to lift, carry & unload 40-50 pounds a minimum of 10 feet.
- Requires working in outside environment.
- Physically able to work in all types of weather.

** EQUAL OPPORTUNITY EMPLOYER **