

RECYCLING DROPOFF ATTENDANT

DISTINGUISHING FEATURES OF THE CLASS: The Dropoff Attendant is responsible for monitoring the recycling material disposed of by County residents at the Broome County Landfill or other County site. The Dropoff Attendant has no involvement in commercial recycling. This position requires significant exposure to weather; but requires only basic exchange of information between the public and individuals. The Dropoff Attendant supervises no one and receives general supervision from the Sanitary Landfill Supervisor. Does related duties as required.

TYPICAL WORK ACTIVITIES:

Directs users in the drop off locations of the appropriate location for recyclables;
Monitors the recycling of garbage by County residents at the Broome County Landfill or other County site; moves wrongly placed pieces to the correct dumpster;
May assist the public when necessary, by helping with bags of newspapers, cardboard, glass, and ensuring that recycling is disposed of appropriately (in appropriate dumpster);
Maintains the general order and condition of the drop off area;
Uses a shovel and broom to clean scraps of remaining recyclables from around dumpsters after users leave;
Makes packets of recycling information when time allows; distributes educational brochures as required;
Maintains a supply of yellow recycling bins for users;
May exchange basic information with the public, such as which dumpster to use or hours of facility operation;
Radios for assistance or direction when necessary;

PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Ability to identify recyclables currently accepted by Broome County;
Ability to work in all weather conditions;
Ability to lift (50 lbs);
Ability to be courteous with the public; and provide basic information when necessary.
Ability to learn how to use a radio;

MINIMUM QUALIFICATIONS:

None