



**Cayuga County Department of Human Resources  
and Civil Service Commission**

**JOB SPECIFICATION**

Civil Service Title: **LANDFILL ATTENDANT**  
Jurisdictional Class: Labor  
Civil Division: Towns, Villages  
Adoption: CSM 5/20/78  
Revised: CSM

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**DISTINGUISHING FEATURES OF THE CLASS:**

Ensures that the landfill area is maintained in orderly fashion by directing refuse trucks and other vehicles to designated unloading areas; does related work as required. This is routine repetitive work requiring the incumbent to direct refuse trucks and other vehicles to designated areas of the town landfill site and to police the landfill area to keep it as orderly as possible. Work is performed under the general direction of the Town Supervisor.

**TYPICAL WORK ACTIVITIES: (Illustrative Only)**

Directs public and private refuse trucks and vehicles to designated dumping areas at the landfill site;  
Keeps a log of refuse vehicles using the landfill facilities;  
Checks to determine that private refuse haulers have required permits;  
Keeps the landfill site neat by policing the area, picking up blowing papers, and removing trash that may fall off trucks;  
May be required to wet down the landfill or surrounding area to prevent excessive burning or papers blowing;  
May assist in servicing and cleaning landfill equipment;  
Keeps simple records and makes reports.

**FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, PERSONAL CHARACTERISTICS:**

Ability to understand and follow simple oral and written directions;  
Ability to be courteous and secure the cooperation of the general public and others;  
Ability and willingness to perform simple manual tasks without direct supervision;  
Willingness to work out of doors occasionally under adverse weather conditions;  
Dependability;  
Sobriety;  
Honesty;  
Good physical condition.

**MINIMUM QUALIFICATIONS:**

(A) None is required.