



**CAYUGA  
COUNTY**



*An Equal Opportunity - Affirmative Action Employer*

**CIVIL SERVICE**

F:\Civil\JobSpecs\Recycling Attendant

<b>TITLE:</b>	<b>RECYCLING ATTENDANT</b>
<b>JURISDICTIONAL CLASS:</b>	<b>LABOR</b>
<b>CIVIL DIVISION:</b>	<b>TOWNS, VILLAGES</b>
<b>ADOPTION: CSM</b>	<b>10/11/89</b>
<b>REVISED: CSM</b>	

**DISTINGUISHING FEATURES OF THE CLASS:**

This is routine work in the separation of recyclable materials from garbage and waste material at a public transfer site. The attendant assists the users of this service in depositing waste material and garbage into designated containers. The attendant may also assist equipment operators in transferring compacted materials out of the transfer site. The work is performed under the general supervision of the site supervisor or equipment operator. The incumbent does related work as required.

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

- Opens the collection area to receive materials;
- Directs traffic and guides the deposit of waste into proper containers;
- Operates a hydraulic unit to compact waste materials;
- Assists in the loading and unloading of motor vehicles;
- Polices the site area to maintain a clean and litter free condition;
- Secures the facility at the close of each day;
- Maintains simple records on the number of vehicles using the station's facilities, the number of containers loaded each day, and on the use and performance of station equipment;
- Aids residents in proper preparation and separation of recyclable materials;
- Bags newspapers, flattens cardboard, crushes glass containers, and flattens aluminum and plastic containers.

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

- Working knowledge of the principles, practices, methods, and equipment employed in the operation of a compacting transfer site operation;
- Ability to understand and follow oral and written instructions;
- Ability to keep simple records;
- Ability to be courteous yet firm with the public;
- Dependability;
- Willingness to work under adverse weather conditions;
- Physical condition commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS:**

None