



Township of
**Leeds and the
Thousand Islands**

Infrastructure and Environmental Services

invites applications for the following:

Waste Site Attendant 1, Permanent Part-Time

As a member of the Infrastructure and Environmental Services department, the Waste Disposal Site Attendant 1 will assist with routine waste site operations, including interacting with the public in a professional manner.

The successful candidate must possess the following qualifications:

- Successful completion of Secondary School (Grade 12) education;
- Experience in providing excellent public relations and customer service skills;
- Ability to lift and move heavy, bulky items;
- Ability to climb steps and ladders to inspect loads;
- Ability to be courteous and tactful with users;
- Class G driver's licence in good standing.
- Satisfactory police record check.

Role and Responsibilities

- Open and close the waste disposal site to the public and approved contractors in accordance with the current schedule of operations.
- Inspects all incoming solid waste, evaluates the content, and insures the proper collection of bag tag(s) or tipping fees.
- Directs users to active disposal areas within the site and assists during waste disposal operations.
- Verifies the identity and eligibility of all users and denies entry and use of the waste site to all ineligible users.
- Classifies and separates incoming waste and recycling materials, as required.
- Operates equipment necessary for dumping and spreading of approved landfill materials.
- Maintains the cleanliness of the site in accordance with municipal and Ministry of the Environment standards.
- Completes daily reports of incoming users, categories of waste, activities, and maintenance.
- Performs all work in accordance with the Township's safety practices and procedures.

Please review the attached job description for a detailed understanding of the requirements of this position.

This is a unionized position with CUPE, Local 5397. The 2024 wage for the position is \$22.51 to \$25.84 per hour.

Please electronically submit your covering letter and detailed resume in confidence to hrmanager@townshipleeds.on.ca by 4:00 p.m. on May 14, 2024

Please quote "Competition No. 24-07" in the subject line of your email



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Applicants are encouraged to submit a cover letter and résumé outlining the position they are interested in and how they meet the requirements of the position.

The Township is an equal opportunity employer. We thank all candidates for their interest, however, only those selected for an interview will be contacted. Information collected will be handled in accordance with the Municipal Freedom of Information and Protection of Privacy Act. In accordance with the Accessibility for Ontarians with Disabilities Act (2005), accommodation will be provided upon request throughout the selection process.