

**THOMAS COUNTY, GEORGIA
JOB DESCRIPTION**

JOB TITLE

COLLECTION SITE ATTENDANT

Job Class: Unclassified

Position Status: Part Time

Department: Sanitation

Job Title: Collection Site Attendant

GENERAL STATEMENT OF JOB

This is a responsible position in operating solid waste collections sites. Employee is assigned to operate solid waste compactors, distribute environmental information, and inform the public on proper disposal of all types of solid waste. Employee is directly responsible to the Public Works Director.

JOB DUTIES

Employee is responsible for keeping office clean – sweep and mop floor once each two-day shift. Employee will be required to keep collection site clean – pick up loose paper, sweep off asphalt area, wash down compactor with water hose once per 2-day shift, or more if necessary. Employee is to keep citizens from scavenging. Employee is to inform citizens where to dispose of what type of materials for recycling purposes.

MINIMUM JOB REQUIREMENTS

This employee must be a high school graduate or have a G.E.D. Employee must be able to communicate clearly and concisely, orally and in writing. Employee must be able to work independently and be highly reliable.

Revised 6/2017