

**SEASONAL ATTENDANT/ LABORER-COMPOST SITE  
TOWN OF BLOOMSBURG**

This is a part-time seasonal position working approximately 9 hours per week. Work schedule would be Wednesdays from 4:00 p.m.-7:00 p.m. and Saturdays from 8:00 a.m. to 2 p.m. during months of operation (March through November). Wednesday hours change in October to 2:00 p.m. -5:00 p.m.

Responsibilities include:

1. Opening and closing the compost site located at the corner of Sands Street and 11<sup>th</sup> Street during days of operation.
2. Overseeing operation of the site including verification of residential status and collection of fees and/or vouchers, as needed.
3. Verification that yard waste brought to the site meets guidelines.
4. Able to work in all weather conditions.
5. Aid residents with drop off deliveries when requested in a pleasant manner.
6. Must report all work-related injuries or accidents to the Recycling Coordinator on the same day of occurrence.
7. Must follow work rules and regulations set by Town Council and outlined in the Employee Handbook.
8. This job is under the direction of the Recycling Coordinator and will also perform other duties as assigned.

Minimum Training and Experience:

High school diploma required.

Individual must be dependable and pass pre-employment background check.

Position involves walking and standing for the duration of the shift.

Individual must be able to effectively communicate with the public.

Candidates must be able to use a computer device to verify resident addresses.