



Landfill Attendant

Position Type: Permanent, part-time (1 shift/week, may work up to 24 hrs for staffing coverage)

Location: Landfill located in Southampton, Ontario

Landfill hours of operation: Monday, Wednesday, Friday and Saturday

Salary: \$21.38 to \$24.29 per hour (depending on qualifications and experience)

Who We Are:

The Town of Saugeen Shores (“the Town”) is a community poised for growth. We pay careful attention to all we value: our beautiful natural environment, located on the shores of Lake Huron, our waterfront and beaches, our community spirit and sense of pride, our inspired residents and valued visitors. We are guided by our vision - **Future Ready: a committed and focused team, working together to grow and continuously improve to better serve the community.** We work collectively, collaboratively and positively to benefit all who choose to visit the Town of Saugeen Shores or call it home.

At the Town of Saugeen Shores, we value work-life balance and offer competitive compensation, flexibility in work and opportunities for career growth. Our goal is to attract, develop and retain a highly engaged and talented workforce, while promoting a culture based on Trust, Respect, and Teamwork.

What we can offer you:

- Enrollment in the OMERS pension plan
- Three paid personal days per calendar year
- A passion for investing in our workforce through continuous learning and development

About the Role:

We are seeking a customer-oriented and motivated individual to join our team. As the **Landfill Attendant**, reporting to the Manager, Operations, you will provide customer service at the scale house including weighing vehicles in/out, collecting fees and maintaining the day-to-day housekeeping of the scale house area.

Key Responsibilities:

- Weigh cars and trucks and records garbage by type in pounds and cubic yards
- Check loads for hazardous waste and unacceptable refuse and takes corrective actions
- Complete invoices / cash payment transactions
- Liaise with members of the public to communicate information related to landfill use
- Maintain trailer / building facilities and recycle bin area keeping it clean and safe

Requirements:

- High School Diploma
- A minimum of one (1) year of relevant work experience
- Basic Accounting skills
- Computer skills – including Excel, Word, Microsoft 365, and Outlook



Competencies and skills you bring to the role:

- **Adaptability:** You are able to adapt efficiently and effectively in response to new processes and changing circumstances.
- **Communication:** You are able to effectively and confidently communicate with others and provide detailed reports that are professional, well researched and suited to the needs of the audience.
- **Customer Service:** You provide superior service to both internal and external customers. You create a positive experience when interacting with customers through communication, patience, empathy, and technical knowledge.
- **Collaborative:** You exhibit strong interpersonal skills and are effective at building relationships, networking, and facilitating and collaborating with others.
- **Confidentiality:** You respect and maintain confidentiality and exhibit professionalism in all interactions.
- **Resourcefulness:** You demonstrate a personal orientation toward action and accepting responsibility for the results. You respond to difficult situations or workplace requirements by using the available tools and information to support decisions and solutions.

Application Process:

If you're interested in joining our team, click the "Apply now" link below to submit your application. We thank all candidates for their interest; however only those selected for an interview will be contacted.

[Apply Now!](#)

Application deadline: Monday, January 23, 2023, at 4:30 pm

The Town of Saugeen Shores is an equal opportunity employer committed to inclusive, barrier-free recruitment and selection processes and work environments. We will accommodate the needs of applicants under the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act (AODA). The Town of Saugeen Shores will make every effort to accommodate applicants with disabilities in its recruitment and selection process. Please advise of any accommodation measures you may require during our selection process. Information received relating to accommodation needs of applicants will be addressed confidentially.

All information collected is in accordance with the *Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990* and will be used for the purpose of this employment opportunity only.