

Town of Greenville
Job Description
Yard Waste Attendant

Salary: \$15.00/Hour

Location: W6895 Parkview Dr., Greenville (Municipal Complex)

Work Schedule: Mon.–Thur. 3:00pm–7:15pm

Employment Period: April 1 – November 30

Duties, Functions and Supervision/Accountability:

Major Duties/Essential Functions

- Chip Brush
- Issue Yard Waste site Permits
- Load trucks/trailers
- Keep site Clean and organized
- Enforce rules for the Yard Waste site

Minor Duties/Responsibilities

- Wash and Detail Town equipment/vehicles as assigned
- Grease Town equipment as assigned

Supervision/Accountability

- Reports to Public Works Supervisor

Qualifications:

Experience/Education

- High School graduate or G.E.D.
- Experience operating a back hoe and loading trucks/trailers

Knowledge

- Knowledge and understanding of light to medium duty equipment
- Knowledge of standard safety practices.

Skill/Ability

- Must be 18 years of age or older
- Ability to understand and effectively carry out oral and written instructions
- Ability to establish and maintain effective working relationships with other employees and the public, and to deal with them in a courteous and tactful manner.
- Ability to keep accurate records and complete all necessary paperwork

Physical Demands

- Ability to stand on your feet for long extended periods (four to six hours)

- Ability to lift 75lbs repeatedly

Tools and Equipment Used

- 580 Case Back hoe
- Brush Chipper
- Bobcat - Tool cat (ATV)
- Power washer
- Grease gun

Special Conditions of Work:

Work Environment

- Ability to work in all type of weather
- Has verbal contact with the pubic
- Noisy and dusty environment

- ❖ This Job description should not be construed as exclusive or all-inclusive, and other duties may be required or assigned.

Applications will be accepted until the position is filled. A complete job description and application are available at www.townofgreenville.com. Please submit a cover letter, resume and application to:

Town of Greenville
Public Works Dept.
W6895 Parkview Drive
P.O. Box 60
Greenville, WI 54942

The Town of Greenville is an Equal Opportunity Employer. In compliance with the American with Disabilities Act, the Town will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.