

Borough of Chambersburg

Join the Team

Adventures that Improve our Community



Borough of Chambersburg
Personnel Office



**APPLICATIONS MAY BE OBTAINED AT THE
BOROUGH OF CHAMBERSBURG
100 S. SECOND ST. CHAMBERSBURG, PA 17201**

Deadline: Return to Borough Office no later than February 22, 2019, by 5:00 PM

**BOROUGH OF CHAMBERSBURG
POSITION OPENING**

CLASSIFICATION: Extra Part Time Seasonal Green Waste Facility Attendant

GRADE: NB 06

RATES OF PAY: \$17.41 per hour

PLACE OF WORK: Public Works

HOURS OF WORK: April 1st through November 30th work hours are generally Tuesday – Saturday 4:00 PM to 6:00 PM with less than 20 hours per week.

TYPE OF WORK:

From April 1st through November 30th, this position will primarily be responsible for supervising the operation of the Borough's Green Yard Waste Recycling Facility. This will include (but not be limited to) keeping the facility clean and orderly; operate the scales; operate a front end loader to manage piles; transporting leaves to farm; collect illegal dumping of green yard waste; turning away people without proper authorization from entering the site; assisting residents and contractors with information; directing customers to proper drop-off areas; ensure customers don't leave unacceptable material; and document and report violations. The employee must have the ability to communicate effectively and courteously with other staff members and the general public, be able to operate truck scales and computer monitoring equipment; and the ability to work in a physical environment which involves dirt, odors, noise, and weather extremes. Schedule: Work hours will be 4 pm to 6 pm, Tuesday through Saturday. Perform other related duties as assigned and directed.

Must possess a current Pennsylvania Motor Vehicle Operation License and have a clean driving record for no less than three (3) years, and obtain a Pennsylvania Motor Vehicle Operator's License, Class B with Air Brakes, prior to the end of the probationary period.

NOTE: This description is the present overview of the job, is subject to change by the employer and is to be used as a temporary management guide to performance.

Required Knowledge, Skills and Abilities:

Must know simple math, up to and including decimals and fractions; use of adjustable measuring instruments (the scale); checking data on reports. Must have over 9 and up to 12 months of operating machinery of this level of complexity. Must have good use of judgement in interpreting rules to independently operate facility and make broad decisions on policies to the public.

External Position Opening*
Extra Part Time Green Waste Facility Attendant

Minimum Requirements:

1. Must have and maintain a valid Commonwealth of Pennsylvania motor vehicle operator's license, 3 years clean driving history, and be insurable in the independent opinion of the Borough's motor vehicle insurance underwriter, in order to be eligible for this position. Obtain a PA Motor Vehicle Operator's License, Class B with Air Brakes, prior to the end of the probationary period.
2. Frequently will lift average weight, occasionally lifting heavy weight.
3. Must operate computer and scales in unclean environment, typical errors may result in damage of \$1000.00.
4. Responsible for own work.
5. May be expected to work intermittently in poor weather conditions. Cuts, pinches, jabs possible with material being handled.

METHOD OF SELECTION:

1. Employees working for the Borough of Chambersburg will be considered first;
2. If a Borough employee does not fill the position, outside persons will be considered in accordance with the Borough's Equal Employment Opportunity Policy. Preference will be given for Borough residents and nonuser of tobacco products.

If interested, contact **Personnel at 251-2416 or 251-2414**

Deadline: February 22, 2019 at 5:00 PM

Phil Wolgemuth, Assistant to the Borough Manager