

Regional District of Bulkley-Nechako Site Attendant – Burns Lake Transfer Station and Recycling Depot

The Regional District of Bulkley-Nechako is seeking applicants to fill the permanent, full-time position of Site Attendant at the Burns Lake Transfer Station and Recycling Depot. The position has a starting wage of \$26.49 and includes a comprehensive benefits package.

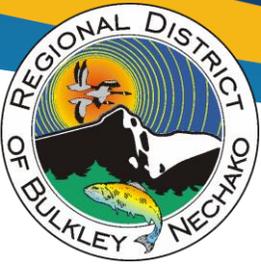
Starting June 1, 2024, our site will operate under revised hours to better align with operational needs and ensure optimal service delivery. The new public hours will be Monday to Sunday 10:00 am - 6:00 pm. This position works Friday through Tuesday, 8hrs per day, total 40hrs per week.

Employee shifts at the site will either be 9:45 am to 5:45 pm or 10:15 am to 6:15 pm.

Site Attendants are responsible for the day-to-day operations of the transfer station, recycling depot, and reuse areas. This includes receiving and moving solid waste, educating and assisting the public with reuse programs, operating the recycling depot, and routine maintenance of the site, equipment, and facilities.

Responsibilities and Duties:

- Receive waste at the transfer station bins.
- Receive waste on the tip floor and fill the waste haul trailers.
- Assist the public with Recycling programs.
- Educate and direct the public on the proper use of the re-use areas.
- Promote awareness of the re-use shed and recycling programs.
- Monitor and maintain the wood, metal, and yard waste piles.
- Monitor and maintain the re-use bays.
- Monitor and maintain the tidiness of the propane bottle, paint container, large appliance, and other disposal areas.
- Document and report site activities.
- Assist in maintaining site cleanliness and accessibility of the site.
- Conduct routine maintenance of site equipment and facilities.
- Other duties as assigned.



Skills and Qualifications:

- Good public relations skills
- Safety conscious
- Comfortable with technology (computers, smartphones, tablets)
- Ability to correctly fill out paperwork and documentation
- An understanding of local reuse and recycling opportunities
- Physically fit and able to work outdoors in all weather conditions
- Ability to keep an organized, clean, and tidy facility
- Experience operating light heavy equipment (tractor, skid steer)

Education:

- Grade 12 or Equivalent
- Valid Class 5 BC Driver's License

Preferred Certifications:

- OFA Level 1
- S-100
- WHMIS

Applications will be accepted until the position is filled, with review beginning on Thursday, April 10, 2024.

Resumes should be addressed to:

Alex Eriksen, Director of Environmental Services

Subject Line: Site Attendant -BLTS

Email: hr@rdbn.bc.ca

Mail: PO Box 820, Burns Lake, BC V0J 1E0