



Regional District of Bulkley-Nechako

Gate-Check/Scale Attendant Casual

Smithers/Telkwa Transfer Station and Recycling Depot

The Regional District of Bulkley-Nechako is seeking applicants to fill the position of Gate-Check/Scale Attendant Casual at the Smithers/Telkwa Transfer Station and Recycling Depot. This ON-CALL position is responsible for providing coverage at the Smithers/Telkwa Transfer Station and Recycling Depot, primarily during staff sick leave and holidays. The hours for the position are Monday through Sunday from 10:00 am to 6:00 pm and closed on statutory holidays. The starting wage for the position is \$23.95 per hour and is subject to a 3-month probationary period.

The Gate-Check/Scale Attendant is responsible for screening all vehicles visiting the site and directing them to the appropriate disposal areas.

Responsibilities and Duties:

- Gate-Check and screening for restricted waste
- Educate, promote, and direct the public on the proper use of disposal, recycling, and re-use areas
- Document and report site activities
- Assist in maintaining site cleanliness and accessibility
- 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
- Understanding of local reuse and recycling opportunities
- Ability to work outdoors in all weather conditions
- Ability to keep an organized, clean, and tidy facility

Education:

- Grade 12 or Equivalent
- Post-secondary students will be considered

Preferred Certifications:

- OFA Level 1
- WHMIS
- Valid Class 5 BC Driver's License



Applications will be accepted until the positions are filled, with a review beginning on August 13, 2025. Resumes should be addressed to:

Alex Eriksen, Director of Environmental Services

Subject Line: Gate-Check/Scale Attendant – Smithers/Telkwa

Email: hr@rdbn.bc.ca

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