



HENDERSON COUNTY HUMAN RESOURCES DEPARTMENT

100 NORTH KING STREET
HENDERSONVILLE, NC 28792

Memo

To: All Interested Candidates
From: Jan Prichard, Human Resources Director
Date: April 6, 2017
RE: One (1) Auxiliary Convenience Center Attendant –
Solid Waste Department
(Less than 1000 hours/calendar year - Not benefit-eligible)

Duties and Responsibilities: This position will perform responsible unskilled and routine operational and maintenance duties for the County's Solid Waste Convenience Center. Includes collection of garbage and various recycling materials; assists with clean up of the County landfill property; assists with grounds maintenance; assists citizens with disposal of garbage and recyclable material at the Center; responds to questions and provides information to customers concerning recycling and solid waste disposal procedures; assists with cleaning litter from roadsides and windblown debris as necessary; assists with mowing and trimming of grasses on property; performs related work as required. Work is performed under regular supervision. 19 hours per week. Reports to the Solid Waste Manager.

Qualifications: Requires some knowledge of the Henderson County Solid Waste department and recycling procedures; ability to safely and efficiently operate mower and trimming equipment required to perform job duties; ability to perform physical tasks for extended periods of time; ability to communicate effectively orally; ability to attend work regularly. Requires any combination of education and experience equivalent to graduation from high school. Pre-employment drug test and criminal background check required of finalist applicants.

Applications must be obtained and submitted to Henderson County HRD, 112 First Avenue West, Hendersonville, NC 28792, www.hendersoncountync.org/hrd. Applications may also be obtained at Henderson County NCWorks Career Center, 180 West Campus Dr., Flat Rock, 28731. EOE M/F/D/V

The deadline for application is: **Open until filled**

Starting Rate: \$12.49
Grade: 62
Non-exempt