



HENDERSON COUNTY HUMAN RESOURCES DEPARTMENT

100 NORTH KING STREET
HENDERSONVILLE, NC 28792

Memo

To: All Interested Candidates
From: Jan Prichard, Human Resources Director
Date: June 28, 2017
RE: Job Posting – One (1) Full Time Convenience Center Attendant, Solid Waste Department

Duties and Responsibilities: This position performs responsible unskilled routine operational and maintenance duties for the County's Solid Waste Convenience Center, performs clerical and accounting work associated with weighing vehicles delivering waste to the County's Solid Waste Division as necessary, performs related work as required. Work is performed under regular supervision. 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; excellent interpersonal skills. Requires any combination of education and experience equivalent to graduation from high school. Transfer Station Operations Specialist Certificate required within one (1) year of employment in position. Current possession or ability to obtain Class B-CDL license within one (1) year of employment in position.

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: \$12.68
Grade: 62B