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P.O. Box 250
PARRY SOUND, ONTARIO
P2A 2X4

PHONE:
(705) 746-2531
FAX:
(705) 746-5984

CHIEF
Warren Tabobandung

CHIEF COUNCILLOR
Brent Tabobandung

COUNCILLORS
Craig Brown
Joel King
Vincent Chechock
Chance Pedoniquotte-King

Wasauksing First Nation Job Description

PROGRAM AREA: Public Works Department
POSITION TITLE: Transfer Station Attendant
REPORTING PROTOCOL: Reports directly to Housing/Maintenance Supervisor

POSITION SUMMARY:

The Transfer Station Waste Attendant is a part time position involving the monitoring and assisting in the disposal of house hold waste and recycling for the community members residing on Wasauksing First Nation. This person will be expected to exercise independent judgement and courteous manner when informing and providing community members of proper disposal and collection of waste and recycling duties in a safe professional manner. The Transfer Station Attendant shall demonstrate at all times our commitment to service the community.

STRATEGIC WORK LISTINGS:

DUTIES:

- Waste Transfer Station Attendant will open and close the transfer station in accordance with the hours established with the First Nation; *for the community members of the First Nation including the Wausausink Lands Inc. cottagers and will be recorded;*
- Monitor and assist users of proper house hold waste disposal and recycling procedures;
- Transfer Station Attendant will be responsible in having the containers picked up and emptied on a timely manner;
- Required to work outdoors in varying weather conditions;
- Must demonstrate good interpersonal and oral skills when dealing with the members of Wasauksing First Nation and Wausausink Lands;
- Maintain traffic control when required;
- Maintain the transfer station for safety and cleanliness purposes are kept neat and orderly;
- Practice workplace safety at all times;
- Performs other duties as assigned by the Director of Public Works;

QUALIFICATIONS:

- Ontario Secondary School Diploma (Grade 12) or acceptable equivalent in education and experience;
- Valid Ontario Drivers Class G License is a must;
- Must have reliable transportation with insurance coverage;
- Ability to work with minimal supervision and as part of a team;
- Reliable and able to take initiative;
- Ability to speak Ojibway is preferred;



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RATE AND CLASSIFICATION:

Rate of pay will be determined by experience and qualifications.

Along with your resume, please include a cover letter and three letters of recent references and a contact number where you can be reached. Applicants can drop off their application package at the Wasauksing First Nation Administration Reception. Please ensure that your envelope is time and date stamped by the receptionist.

APPLICATION MUST BE RECEIVED NO LATER THAN – Friday, March 12th, 2021 @ 3:00 p.m.

If you have any questions, please contact Ryan Tabobondung, Director of Public Works @ 705-746-2531, Ext. 2256.

We thank all applicants and advise only those selected for an interview will be contacted.