

DAWSON CITY, YUKON

WASTE DIVERSION ATTENDANT

Permanent Position



The City of Dawson is seeking applications for a Waste Diversion Attendant. The Waste Diversion Attendant is responsible for supporting the daily operations of the diversion site, interacting with the public and ensuring a safe, healthy and enjoyable environment. This position is responsible for the operation of any systems in place for receiving waste, which may include weigh scales, fee collection, data gathering. This position involves physical labour and requires the ability to lift heavy objects (up to 50 pounds). Work is performed both indoors and outdoors so must be prepared for both extreme heat and cold.

If this position interests you, please submit your resume and cover letter clearly demonstrating the qualifications outlined below, as selection for further consideration will be based solely on the information you provide.

Certifications:

- Certification, training, or professional development in landfill or waste diversion operations would be considered an asset
- Standard First Aid
- Valid Class 5 Driver's Licence
- WHMIS
- Transportation of Dangerous Goods

Education, Knowledge & Skills:

- Grade 12 or GED
- Computer literacy
- Cash handling skills
- Working knowledge of waste diversion operations
- Experience working in customer service or dealing with the public.
- General knowledge of recyclables and the ability to handle material properly.
- Courteous and pleasant manner in dealing with staff and citizens.
- Good communication skills, both oral and written.
- Organizational and time management skills.
- Problem solving and conflict resolution skills.
- Discretion, tact, compassion, good judgement and cultural sensitivity
- Ability to resolve conflicts and foster unity.
- Ability to work effectively alone and as part of a team.
- Ability to work flexible hours.
- Ability to maintain confidentiality.

A job description is available upon request.

Closing Date:

A current resume and cover letter must be received at the City of Dawson Administration Building by **2pm, Monday, June 26, 2023**. Applications to this position may be submitted by mail or email to the following:

Jonathan Howe, Public Works Manager

PO Box 308
Dawson City, Yukon Y0B 1G0
pwmanager@cityofdawson.ca

Salary & Benefits:

This is a Union position, salary and benefits shall be in accordance with the Collective Agreement. The position is classified as level 2 with a salary range of **\$54,882-\$65,857 per annum** plus benefits. Evening, weekend, and holiday work required.

**In accordance with the Collective Agreement, internal candidates will be given first consideration.
We thank all applicants, but only those selected for further consideration will be contacted.**

To learn more about our community and what we have to offer please visit our website at www.cityofdawson.ca