



Employment Opportunity
WASTE SITE ATTENDANT - COMBERMERE
Part-Time Position

The Township of Madawaska Valley is presently accepting applications for a part-time Waste Site Attendant. Reporting to the Full-Time Waste Site Attendant and Manager of Public Works and Waste Management, the position will perform a variety of routine and somewhat skilled duties at the Township's waste disposal and transfer station sites.

RESPONSIBILITIES:

- Responsible for greeting, directing landfill customers and answering questions regarding fees, dumping hazardous waste and recycling, etc.
- Monitors and ensures disposal of waste and recyclables are in the appropriate locations according to the Municipality and Ministry policies and procedures.
- Receives receipts, records fees and material collection data to be submitted to the municipal office.
- Ensures that the landfill and transfer station sites are kept clean and orderly as per Municipality and Ministry of Environment regulations.
- Determines fees applied to items being deposited and collects fees due for tags, etc.
- Protects own health and health of others by adopting safe work practices, reporting unsafe conditions immediately. Participates in health and safety training.
- Maintains and operates waste and compacting equipment while practicing health and safety.

QUALIFICATIONS:

- Knowledge of the Townships waste and recycling program is an asset.
- Must be able to handle money, operate debit/credit machine, calculate fees due, process transactions and balance daily float with accuracy.
- Excellent physical health to respond to the demands of day-to-day operations at the landfill and transfer stations, including inclement weather conditions.
- Must have a valid Class G Licence and able to work a flexible work schedule (weekends and holidays).
- Completion of high school or equivalent or has a combination of education and work experience.
- Strong interpersonal skills combined with good written and oral communication skills.
- Must be able to work independently, and capable of operating and maintaining machinery or have willingness to learn.

RATE OF PAY: \$19.41- \$22.84 per hour, plus 4% vacation pay

BENEFITS: OMERS Pension, does not qualify for Group Benefits

A detailed job description, including an expanded list of responsibilities pertaining to this position is available at www.madawaskavalley.ca, or by request at the Municipal Office. The Township of Madawaska Valley does not use AI in the hiring process.

Submit a cover letter and resume via email to admin@madawaskavalley.ca or drop off at the municipal office: 85 Bay Street, Barry's Bay, ON by **3:00 pm, Friday, October 9, 2026** quoting **"Waste Site Attendant PT"**.

We thank all applicants and advise that only those to be interviewed will be contacted. Personal information is collected under the authority of the Municipal Act and will be used to determine eligibility for potential employment. If you require a disability-related accommodation to participate in the recruitment process, please email us at cao@madawaskavalley.ca or call our office at 613-756-2747 ext. 210.