



JOB OPENING  
Troup County Government

REVISED

<b>Position:</b> Convenience Center Assistant (PT)	<b>Dept:</b> Sanitation	<b>Salary:</b> \$ 9.00/Hr
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Under general supervision manages on-site activities and performs a variety of customer service and manual labor tasks associated with the operation of the County's convenience center.

**Qualifications/Knowledge:**

- ⇒ Must be at least 21 years of age
- ⇒ Must be able to pass a physical exam
- ⇒ Ability to follow oral and written instructions
- ⇒ Ability to work with lead/fellow workers
- ⇒ Ability to lift objects weighing up to 50 pounds
- ⇒ Ability to work independently
- ⇒ Willingness to work in inclement weather and flexible hours
- ⇒ Must have current valid Driver's License

**Essential Duties and Responsibilities:**

- ⇒ Assists customers with unloading materials at assigned county facilities
- ⇒ Encourage recycling
- ⇒ Visually inspects and tests machinery, equipment and facilities
- ⇒ Maintains a clean, orderly, organized and safe public refuse and recycling facility
- ⇒ Must report any mechanical issues or citizens complaints to the supervisor immediately
- ⇒ Maintains all necessary paperwork and documentation
- ⇒ Performs all other related duties as assigned

***Applications will be accepted Until Filled on Troup County's website @ [www.troupcountyga.org](http://www.troupcountyga.org).***

Job #:11302017 Convenience Center Assistant (PT)

*Valerie P. Heard*

Valerie P. Heard, Human Resources Director

*Tod Tentler*

Tod Tentler, County Manager

**Troup County is an Equal Opportunity Employer - Drug Free and Tobacco Free Workplace**