

(1) opening in the Recycle Department. Job duties include:

- Approximately 5-10 hours/week
- Shifts will be primarily Wednesday evenings 3:30-8:00 pm, and Saturdays from 7:00 am – NOON from November – March, and from April – October, 7:00 am – 3:30 pm, with additional daytime shifts possible, as needed, to cover vacations.
- Perform duties that relate to the operations at the recycle facility, such as lifting and carrying recyclables, and cleaning and sweeping the area
- Maintain high housekeeping standards of the recycling area
- Inspect all incoming vehicles for proper recycle sticker certification.
- Provide courteous, prompt customer service to all residents using the facility.
- Perform manual tasks that relate to the maintenance of the outdoor material retention facility.
- Monitoring the material that is being dropped off to insure it is being placed in the proper receptacle.
- Assist Swap Shop personnel, as needed.
- Knows and utilizes the safe use of tools and equipment, including consistent and proper use of personal protective equipment.
- Attends all safety training and consistently demonstrates safe work practices.
- Ability to follow instructions and work under minimal supervision.
- Must be able to lift up to 75 lbs.

Salary: \$16.21/hr.

Interested applicants can find additional information by contacting Town of Victor Human Resources at 585-742-5028 or tmkolaczyk@town-victor-ny.us.

Applications must be filed on the Ontario County Human Resources website at <https://ontario-portal.mycivilservice.com/jobopps> by Saturday, April 10, 2021.

LABORER

DISTINGUISHING FEATURES OF THE CLASS: This is routine manual work requiring physical endurance and a willingness to perform arduous tasks. Close supervision is maintained over the work at all times; does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Operates air compressor, jackhammer, concrete mixer and pumps;
Assists in patching and grading streets and building manholes, rakes, tamps, and shovels cold patch;
Loads and unloads trucks;
Excavates and backfills for new construction and repairs;
Cleans and flushes streets, culverts, and catch basins;
Clears blocked-up sewers;
Shovels and removes snow from streets, sidewalks, and park and recreational areas;
Assists in the repair of sewers, catch basins, hydrants, mains and services;
Collects and disposes of rubbish;
Performs unskilled work in connection with the painting and maintenance of signs and bridges;
Digs and refills trenches for water and sewer pipelines;
Lays sewer pipe;
Assists in repairing sweepers and making brooms;
Works on refuse collection route, lifting cans from curb to truck, or emptying cans in truck;
Works at recycling drop-off site, directs the proper dumping of acceptable recyclables, assists residents in the use of the facility, checks capacity of bins, and performs grounds' maintenance tasks;
Cuts grass, trims shrubs, rakes leaves, spades flower beds and assists in ground maintenance activities;
Oils and cinders streets;

Directs trucks on dump grounds;
Oversees and participates in ash dumping, dump cleaning and leveling;
Performs general building and grounds cleaning tasks;
May occasionally operate a car, light truck, skid steer loader or similar equipment.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Willingness to perform routine manual work; ability to lift heavy weights; willingness to work under all weather conditions; physical endurance; sobriety; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: None

SPECIAL REQUIREMENT FOR APPOINTMENT: Possession of an appropriate Class D New York State Operator's license at the time of appointment, and maintenance of such license throughout the tenure of employment in the position.

APPROVED: September 19, 1991

REVISED: 6/3/15

CIVIL SERVICE CLASSIFICATION: LABOR