

Transfer Station Attendant (Casual)

The Kawerau Transfer Station is open from 12 noon until 4pm daily, with the exception of Christmas Day, and the Kawerau District Council is currently looking for casual staff to provide cover for our permanent staff when they need a break.

There is a bit more to this role than meets the eye. Yes, our Transfer Station Team Members are responsible for working in the kiosk in a customer facing role and taking payment for the material taken to the Transfer Station, so cash handling skills are essential. They collect data related to the material coming in and record it on spreadsheets, so Excel skills are also essential.

They are expected to provide accurate information to the Public about resource recovery, fees and waste types, and to assist the Public with resource recovery and refuse disposal, and to keep the Transfer Station site tidy. They also need to operate the loader and occasionally drive the recycle truck.

Our team works hard together to serve the Kawerau Community and protect the environment. Working weekends, customer service skills, cash/EFTPOS skills, the ability to use Excel, and a Class 1 Drivers' Licence are all requirements for this role, and a Class 2 license and/or loader licence would be an advantage.

Please note: Kawerau District Council has an active Drug and Alcohol Policy. Candidates will be required to undertake a pre-employment medical, drug & alcohol testing, and Ministry of Justice vetting.

The Position Description and Application Forms are available from our website:

<https://www.kaweraudc.govt.nz/about-council/careers/vacancies>

Email your Cover Letter, CV and Application Form to: vacancy@kaweraudc.govt.nz

Shortlisting will occur in the week starting 6 January 2025.