



March 2, 2020

JOB OPENING: Unified Disposal Board (UDB)

POSITION: 1 Litter Control (Part-Time)
1 Litter Control (Seasonal, Part-Time)

CLOSING DATE: March 17, 2020 or Open Until Filled

REQUIREMENTS: See Attached

DESCRIPTION: See Attached

STARTING SALARY: \$12.00

The Unified Disposal Board is now accepting applications for 1 part-time and 1 seasonal part-time Litter Control. Applications can be picked up at the Hill County Courthouse Commission or Human Resource Office or the Havre Job Service.

Hill County is a Drug-Free Workplace & EOE – M/F/Vets/Disability

**HILL COUNTY
JOB DESCRIPTION**

Hill County is a Drug-Free Workplace & EOE – M/F/Vets/Disability. Hill County shall, upon request, provide reasonable accommodations to otherwise qualified individuals with disabilities.

Job Title: Litter Control (Part-Time) **Department:** Unified Disposal Board

Job Overview: Maintain landfill property in all aspects including litter control, fences, roads and fields. Clean shop and empty trash.

Essential Functions (Major Duties or Responsibilities): Driver, operate and maintain vehicles. Maintain fuel and servicing records for all equipment, inform public where to dump solid waste. Perform labor duties. Follow all safety procedures. Maintain accurate records.

Physical and Environmental Demands: Work in adverse weather conditions.

Knowledge, Skills and Abilities: Work independently, communicate effectively, follow verbal and written instructions, and establish effective working relationships with coworkers, supervisors, other departments and members of the public. Telephone and/or 2-way radio communication skills.

Minimum Qualifications (Education and Experience): Valid Montana driver's license.

The specific statements shown in each section of this description are not intended to be all inclusive. They represent typical elements and criteria considered necessary to perform the job successfully.

Signatures

My signature below indicates the statements in the job description are accurate and complete.

Immediate Supervisor	Title	Date
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Commissioner's Review:

Mike Wendland	Title	Date
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Mark Peterson	Title	Date
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Diane McLean	Title	Date
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Employee Review:

My signature below indicates that I have read this job description.

Employee	Title	Date
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