



Employment Opportunity
Weighmaster I

Bureau of Solid Waste Management – Northern Landfill

\$14.20 hourly salary (Grade C06)

40 hours weekly with full benefit package

(Requires Saturday and holiday hours at the Northern Landfill scale house - job duties include cash drawer balancing and some outside work)

Apply By: Monday, July 8, 2019 @ 5:00 p.m.

GENERAL RESPONSIBILITIES

Monitors the use of County Solid Waste Management Facility Gatehouse, in accordance with Federal, State, and local laws, under varied weather conditions.

ESSENTIAL TASKS include the following; other duties may be assigned

1. Weigh vehicles on computerized weigh system and collects tipping fee in accordance with established rates
2. Provide initial screening of inbound waste to identify material type and prohibit unacceptable waste types
3. Make change, cash checks, issue receipts to customers, and prepare bank deposit
4. Record amounts received, prepare reports of transactions, verify against cash on hand, and reconcile daily transactions
5. Answer inquiries for information, direct customers, and resolve complaints
6. Verify and correct information in computer data system
7. Perform related duties as to specific assignments
8. Any employee may be identified as Essential Personnel during emergency situations.
9. Provide service to customers by answering questions, providing information, making referrals, and assuring appropriate follow-through and/or resolution
10. Communicate with manager, supervisors, co-workers, citizens, and others, maintains confidentiality; and represents the County

EDUCATION AND EXPERIENCE

1. High School diploma or general education degree (GED)
2. Two years related experience *

* A comparable amount of training and experience may be substituted for the minimum qualifications.

A Carroll County Government job application is required for this position

Apply on-line: www.carrollcountymd.gov

Call the Carroll County Job Hotline at (410) 386-2020 to request an employment application or call (410) 386-2129 for employment inquiries

Posted: 6/13/19
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